**ATTENDANCE:**

**College of Business:** David McCalman (2017), Kaye McKinzie (2018), Anthony McMullen (2019)

**College of Education:** Wendy Rickman (2017), Nancy P. Gallavan-aa (2018), Jud Copeland (2019)

**College of Fine Arts and Communication:** Larry Dilday (2017), Polly Walter (2018), Jane Dahlenburg (2019)

**College of Health and Behavioral Sciences:** Steve Forbush-aa (2017), Denise Demers (2018), Duston Morris (2019)

**College of Liberal Arts:** John Parrack (2017), Taine Duncan (2018), Lynn Burley (2019)

**College of Natural Science and Mathematics:** Lori Isom (2017), Rahul Mehta (2018), Jeff Padberg (2019)

**At Large Senators:** Lisa Christman (2017), Lisa Ray-aa (2017), Phillip Spivey-aa (2018), Julia Winden-Fey (2018), Kim Eskola (2019) and Becky Bogoslavsky (2019)

**Part-Time Senator:** Richie Pinedo (2017)

**Meeting was called to order at 12:45 pm**

**Information Items:**

1. Comments – President Courtway – Out of town and will not be in attendance
2. Comments – Provost Runge
   1. See notes on webpage
   2. Brandon Combs, Director of Assessments – starts November 1, 2016
   3. Graduation outcomes survey – IR
      1. Contact Amber in IR if your department conducts a survey
   4. General Studies degree
      1. Bachelor of general studies degree is primarily used as a completion degree targeting non-traditional students
   5. November 14-15th is on-site visit with HLC
   6. Midterm grade reporting on Grades First
      1. Only for freshmen and athletes right now
      2. Midterm grades for sophomores, juniors and seniors not required.
      3. Senator Eskola – concern about not reporting through banner as indicated by e-mails that were sent from Academic Advising.
      4. Senator Christman – Once you report a grade and submit, you cannot go back in to make additions or corrections. An e-mail is sent directly to the students with no wait time in between.
   7. ADHE – remedial education. Math Up (UA – Ft. Smith). Jonathan Glenn is looking into the program.
      1. Proposed productivity model – moving away from enrollment based model and moving toward progress toward degree. Perhaps be focus of legislature in the spring.
      2. Senator Burley – Annual state conference of AAUP is October 29th.
   8. Cyber range project – promoting with Metova
      1. Set up a cyber emulator
      2. Set up something at UCA to simulate cyber education
   9. Higher Education Realignment task force – support of independent universities not to be forced into a system. Legislators were supportive toward keeping institutions independent.
   10. College realignment discussion at UCA
       1. No plan to realign colleges at UCA but discussion is welcome
       2. The questions has come up about why a university of 11,000 students has 6 colleges. Provost Runge can give the history of why we have 6 colleges but this structure has been in place for over 15 years and if we have some good ideas about changes, then we can discuss.
       3. Senator Dilday – CFAC – writing to be moved to new departments? Question about the document that was handed out.
       4. Provost Runge – this has not been done yet on the spreadsheet that FS received.
3. Comments – President McKinzie
   1. Asked and Answered – see Faculty Senate webpage
   2. Senator Isom – Intellectual property question came up last year. Status?
      1. FS President McKinzie – in progress of being submitted to the board.
   3. Senator Eskola – Working with Senator Demers on adding water stations in buildings that do not have any.
   4. **Discussion Points:**

* Faculty Senate membership
  + Unaffiliated
    - Senator Winden-fey – They would like to have representation from an unaffiliated faculty (library, honors, University College).
    - Senator Burley – Senators from each college represent their college. At –large senators represent all faculty.
    - Senator Christman – Faculty who reside outside of one of the six college have shared concerns with policies that have been put forth in handbook so one rep would represent those interest.
    - Senator Morris – FS represent the university which means any constituent from any college and unaffiliated.
    - FS President McKinzie – anyone can put a resolution forward at future meetings
    - Senator Isom – Every voice should have a place at this table. People bring our different perspectives. We are missing an important voice to our collective voice when we don’t have a representative from unaffiliated faculty.
    - Senator Winden-fey – will propose a resolution to make the change to the documents to the constitution to change to composition of FS.
    - Senator Burley – same is true with past president’s role on FS. We would need a faculty wide vote to change the constitution.
  + **Visiting Professors** 
    - Senator Eskola – Since a term for FS is three years, it would not make sense to allow visiting professors to be elected to FS.
  + **Past President Role**
    - Bring immediate past presidents on with the exec meetings with the President and Provost. They would not be on FS or would vote.
    - Senator Isom – concern with this person being chair handbook and having say on FS.
    - Senator Burley – executive committee can invite anyone they wanted to the meetings but it may be a huge time commitment for some past presidents.
* **Handbook issues**
  + **Early Tenure**
    - Whatever is on your current contract is what the policy will stand. We just changed two years ago.
  + **Three-year rule for Visiting Faculty** 
    - Senator Dilday – handed out an article on “Tackling the Politics of Contingent Labor: A Look at a New CCCC Statement”
    - See article on web page
    - Three-year rule has been a tremendous burden especially for writing.
    - 80-90 sections a semester of writing. Each year we need emergency hires. We would like to end the three-year rule and give them some type of permanent position.
    - In the second year, these instructors leave for permanent jobs.
    - Senator Burley – Are you asking for full time positions or asking to extend contingent faculty?
    - Lisa Mongno– We are asking for full time positions. If we are not able to get tenure, then lecture and third option is five year visiting faculty.
    - Senator Walter – similar issue in journalism.
    - Provost Runge – three-year rule – 2011 – three-year clock started. We will follow the handbook. I have no opposition to a resolution for the handbook to consider but until then we must follow the handbook. We have incrementally moved to more full time faculty. The seven-year rule gives those faculty protections that are not as strong as tenure but still give protections.
    - Senator Morris – staying one year and taking better jobs. Where are they going to?
    - Lisa Mongno– full time permanent appointment at UALR, National historic museum, one left as an editor.
    - Senator Dilday – Not just the writing department. Some come in and don’t work out but some are really good and in the second year they are looking for somewhere else to go because they know they only have one year left.
  + **Faculty Fellows, Fourth Tenured Rank**
    - Senator Isom – We need to include all parties involved in that decision
  + **Tenure Track for Instructors/Lecturers**
    - Senator Christman – The unaffiliated faculty asked that the senate look into it.
    - Provost Runge – Which way were unaffiliated leaning?
    - Senator Christman – For tenure for senior clinical and senior lecture
    - Senator Dilday – Have we looked at what other institutions are doing?
    - FS President McKinzie – the handbook has not looked into that yet.
    - Senator Isom – Last spring there were college meetings with a lot of good feedback. There were some issues that were raised that could be figured out before it comes before FS.
    - FS President McKinzie – contact me about proposing a resolution
    - Senator Duncan – There was a link with suggestions from the spring provost meetings. We can link that to the FS webpage again for senators to review.
    - Provost Runge- Linking tenure to senior lecture, we need to talk about linking tenure to associate professor discussion first.

1. Update Report – Academic Affairs – Senator Copeland, Chair

***Part I.*** *I met with Dr. Brad Teague on Wednesday, October 5, 2016, and we discussed several issues and questions related to our Committee’s Charge. This was an initial meeting. We had a fair and open approach to discussing the issues. First, we discussed need for a “systematic plan” to address the same questions that come up each year. One result was: To place the responses to certain questions in a file or folder for new incoming Senators to review whenever the Senate discusses current issues related to the Athletics Department. This should stop the repetition of the same questions each year.*

*We then discussed the following four budget items:*

1. *Educational and General Revenues (E &G)*
2. *Student Fees*
3. *Auxiliary Profits*
4. *External Revenues*

*I will have more details on the above budget items that I can share with Faculty Affairs I Committee when we meet.*

*Other brief points: The Athletics Department budget is $12 million. From this budget, $4 million are awarded for scholarships.*

*The number of student athletes in Division II was 300. In Division I there are now 450 student athletes.*

*Bottom Line and Emerging Focus at this point:*

1. *Athletics Department Budget*
2. *Student Athletes Missing Classes*

*In sum, I have reviewed the 17 questions from the meeting of September 2, 2016, and also the November 14, 2012 Faculty Affairs II Report (Questions and Responses) from Dr. Brian Bolter relating to the Athletics Department. As a side note, it is interesting that similar questions were addressed to Brad Dr. Teague and Dr. Bill Bandy during the March 16, 2016 Senate meeting by Senator Parrack and Senator Christman (Refer to Item III and Item X in the minutes of that particular meeting). The above meeting with Dr. Teague served as a beginning framework for the meeting with the Athletics Committee on Friday, October 7, 2016.*

***Part II.***  *The Athletics Committee Agenda for Friday, October 7, 2016 is listed below with updated comments.*

*Athletics Committee AGENDA - October 7, 2016 - 12:00 p.m.*

*Election of Chair - Dr. Bill Bandy was elected Chair*

*Meeting with executive committee of Faculty Senate – During the introductions of members, I outlined the Charge for Faculty Affairs I as our Committee members are not on the Senate Executive Committee. I was assisted by Polly Walter from our Committee and Kim Eskola represented the Senate Executive Committee. NOTE that during the introductions, I referenced specific points in the Faculty Affairs I Two-Fold Charge. Some Athletics Committee members arriving after 12:00 PM may have missed hearing those points. If any questions arise, I will certainly respond and update any questions.*

*Overview mission - The Athletics Committee’s Charge, Annual Report and Presentation to Faculty Senate and Membership were reviewed as stated April 14, 2016.*

*NCAA Division I Principles included:*

* *Academic Integrity*
* *Rules and Governance*
* *Fiscal Responsibility (See Attachment)*
* *Student Athlete Well-being*
* *Diversity (Attached)*
* *APR (Attached)*
* *Exit survey (To be Referenced in Senate Meeting)*
* *Gender Survey (To be Referenced)*
* *Academic Metrics (Attached)*
* *Include Scholarship Report (Attached)*

1. Update Report – Faculty Affairs I – Senator McMullen, Chair
   1. *Academic Affairs I has nothing additional to report at this time. For the most recent update, see the previous report.*
2. Update Report – Faculty Affairs II - Senator Spivey, Chair
   1. *Faculty Affairs II Committee will meet on Friday, October 21 from 2:00 to 3:00 in 301 Irby Hall.  We will discuss how the campus-wide survey, concerning a Fall semester Monday or Thursday start of classes, will be structured.  Also, we will be thinking about the layout of the survey and kinds of questions we will need to ask.  During the last Faculty Senate meeting, Senators suggested we include the following on the survey:  
        
      A.  Clarify the meaning of a "Monday start of classes."  
      B.  Present hypothetical calendars with the survey.  
      C.  Consider starting classes on the same day as Central Arkansas public schools start classes.  
      D.  Note the Higher Learning Commission requirements for the number of class sessions in a 15/16 week semester.*
3. Financial Update – Secretary Eskola

a. Budget = $6,664

Account 150041 balance = $10,413

b. Picnic Tables – picnic tables should be installed by the end of the fall semester. Four locations across campus.

* Farris Center/LSC
* Irby/Burdick
* McAlister/Harrin
* Mashburn

c. Adjustable Desks

d. Senator Dilday – Checking with Warren Readnour to see if the $1,000 can be used for two $500.00 scholarships

**Action Items:**

1. Minutes from the last meeting - Secretary Eskola
   1. Senator Copeland moved
   2. Senator Morris second
   3. Minutes approved
2. Committee appointment nominations – VP Duncan
   1. See Committee on Committees report on FS webpage
   2. Senator McMullen moved to accept the nominees
   3. Senator Christman second
   4. Nominations approved. Motion carries

**Guests**

1. UCA Presidential Search Update
   1. The search is on the timeline that was originally
   2. 37 applications; may be additional applications to that point when the search committee reviews which will be Thursday, October 13th. The thought is the best candidates will not apply until the hard deadline of the review.
   3. 1 Associate Dean

12 Deans

2 Associate VPs

7 VPs (Student Affairs, Research, F&A)

9 Provosts / Chief Academic Officers (2 former, 7 current)

3 Presidents (2 interim)

3 Other (Public or Business Sectors)

Most are from the South and Midwest, 2 are from AR, no candidates from UCA as of today.

* 1. 8-10 preliminary interviews October 13th. Interviews will be next week off-campus to provide the board of trustees of a short list.
  2. October 24th is when the on-campus interviews will be conducted. The search committee will be done once the short list is submitted to the BOT.
  3. Applicants will be published probably in the paper tomorrow.
  4. Senator Isom – Why would we wait for paper release them?
  5. Dr. Reese – search committee is invested in the process and keeping it confidential and within the committee until the process is through. The paper is releasing the names due to the Freedom of Information Act.
  6. Senator Winden-fey – Will on campus interviews will be the week of October 24th? Is the schedule been developed?
  7. Kelley Erstine – The agenda for that week will have to be set soon.
  8. Senator Mehta – Is the committee is committed to look at all applicants and be ready at 8 am Thursday morning?
  9. Dr. Reese - Deadline for search committee is 6:00 am Thursday and they will be ready at 8 am to discuss candidates.

1. Core Council Report
   1. See web page for report
   2. Updates – Dr. Held – Upper Division core is on the UCA web page. Students have a more functional and usable document to find UD courses.
   3. Assessments – Director of Assessment has been hired
   4. Core assessments – Training sessions for RL; for those who were not able to attend those sessions faculty received an e-mail on how to assess the RL course
2. Graduate Council Report
   1. See report on web page
   2. Senator Dahlenburg – course load and graduate faculty. Certain departments do not get extra load credit for teaching graduate classes.
   3. Senator Morris – task force is trying to create mock models which will be distribute to colleges to see which model will fit best. The task force is looking at different factors. Each department will have differential workloads.
3. Undergraduate Council Report, Kurt Boniecki
   1. Report is on webpage
   2. Senator Burley – sign language course?
   3. Provost Runge – UCA sign language course is not a certified course for sign language.
4. International Engagement, Jane Ann Williams
   1. Put remaining responses on Ask and Answered document
   2. When does the Study Abroad committee going to meet?
      1. Now that the committee has been fully formed, it should meet soon.
      2. October 18th in Wingo 315
   3. Senator Parrack – Staff turn-over?
   4. Ms. Williams – it was one of the items that we were going to take more time to respond to. We will be reporting back in writing.
   5. Senator Duncan – East China Normal University – page 8, XII. Will there be a general response or just specific to the person who complaint.
   6. Senator Parrack – concerned by the public comments from the office and the Provost. Concerns go beyond the two issues of communication. Referring to comments that were stated in a public paper that we did not understand International Engagement which was specified in the September 23, 2016 Democrat Gazette.
   7. Ms. Williams – identity of media in the room. What was exactly written was not was intended. I want to make certain that IE has good communication with faculty.
   8. FS President McKinzie – we need to improve communications across the campus. A systemic report with IE will be needed.
   9. Dr. Bailey – chair of Language – IEP – work closely for International Engagement. Questions for Provost – give just enough resources to “limp by”. Staff is no problem, salaries were being worked on. What steps have you taken has Provost for the reasons of the turnover in IE and Study Abroad. It is a problem when we cannot retain staff in these programs.
   10. Provost Runge – some are salaries, young professionals who move upward, people who have left IE and left to be directors of other programs with an increase in salary. If they are classified positions, we have a lot of restrictions from the state. Academic Affairs cut from their budget to give the COLA which is 1%. Staff pay across the institution is pretty low but some are less than $30,000. We are aware of situations and we have tried to adjust salaries.
   11. Senator Isom – What article? September 23rd in the Democrat Gazette.
   12. Clayton Crockett – China last spring. Very frustrated faculty working with IE and study abroad. Obstacles to work with these two programs. We need to have collaborations with institutions at the administrative and faculty levels.
   13. Ms. Williams – We are here because we want to have better relationships with faculty. We have been working on a document on how we have been engaging on campus and that is a direct result of several years of effort to try to connect study abroad, faculty and IE. We are trying to create systems and policies to create the infrastructures for these relationships. We can start forward thinking about the frustrations instead of going backward. Can give examples of programs we have taken on specifically as a request from faculty members. The priority of each individual college will be very beneficial to our staff.

**Other:**

1. Faculty announcements and concerns
   1. Senator Burley – Fall Arkansas State Conference of the AAUP.

We are meeting at UCA Downtown on Saturday, September 29 from 10:30 to 2:30.

Here's a link to UCA Downtown in case you haven't been there

<https://uca.edu/downtown/>

* 1. We have Faculty Senate officers from four institutions coming (Senator Duncan will be representing UCA) for a round table discussion on what our various faculty senates are doing and what issues they are facing.  We also have for the last hour the Arkansas Director of Higher Education, Dr. Maria Markham, who will be talking to us about issues in higher education in Arkansas.  She isn't scheduled to be a speaker but rather this is an opportunity for us to have an open discussion.  This would be an excellent time to talk about concurrent enrollment and the revised funding formula being proposed.  Lunch will be provided.
  2. Senator Winden-Fey – putting guest at the end of the agenda and making them wait. 2) graduation application – it is back to the students can we put that into the language
  3. Senator Morris – Crosswalk at Western and Bruce is needed. 2) Starbucks on campus. It is not open during the hours of our library. Things are NOT working at Starbucks.
  4. I teach two freshmen concepts classes, (one an FYS class) two upper division Human Sexuality and an upper division Health for the Aging.  I understand how important it is for freshmen students to be monitored about their class attendance and grades. I cannot force students to come to class and participate and turn in their assignments. I do believe that that is the role of the student!! Most of my students do turn in their assignments. If they miss class they email me to find out what they missed. the majority of those students turn in their missed assignments. Some students do not bother to find out what happened in class when they miss. They do not bother to turn in assignments. If I show a video in my class I always let students who were not there to come to the office and they can watch the video and get credit for that in class assignment. Some students do this, others do not!! Or they wait till exam time and then they panic!! As a teacher I believe that students should be RESPONSIBLE for doing the work for the class and checking their grades on Blackboard.  I thought that this was one of the main purposes of using Blackboard. The students in my class can look at their grades on blackboard and see what they have missed. I have found that very few students check this on a regular basis. I'm sure that their advisors could get the student to pull up their grades and see how the student is doing in the class. So if the student has many 0's the advisor could encourage the student to go and talk with the professor about this issue.

1. Adjournment – 2:38 pm