

UCA Faculty Senate Minutes of Thursday, 01/28/10, 12:45 P.M., Wingo Hall 315

Members Present

- Business Administration: Bartczak, Bradley, Moore.
- Education: Albritton, (Copeland - Absent), (Hebert - Absent Advised).
- Fine Arts And Communication: Burley, Castner Post, (Rospert - Absent).
- Health And Behavioral Sciences: Fletcher, McCullough, Poole.
- Liberal Arts: Parrack, Spivey, Castro.
- Natural Sciences And Mathematics: (Bratton G - Absent Advised), (Isom - Absent Advised), Seifert.
- At-Large Senators: Acre, Bratton D, Jones, Lichtenstein, Ray, Schaefer.
- Senator For Part-Time Faculty: Runge N.
- Office Of The Provost: Provost Grahn.

I. Approval of Minutes from December 10, 2009 (attached pdf: senminutes121009)

MOTION to Approve: Ray, Castro 2nd.

APPROVED, unanimous.

II. Introduction of Don Bradley (College of Business)

President Parrack: Welcome to Dr. Don Bradley, replacement for retired Dr. Jim Bell.

III. President's Report

A. Question and Answer with President Meadors

President Meadors: We have come a long way with regard to our financial situation. By June 30th, 2010 we will probably break even and/or have some reserve funds in the bank. Generally, we should try to maintain a 5% reserve. Excluding the new College of Business building, UCA has 100+ projects, worth \$17,000,000+ going on around campus. We received \$4.5 million in stimulus money. It will take time to bring our financial status to where it should be. By end of this fiscal year, we will have added close to \$2,000,000 in hardware/software. This will include approximately 900 new computers.

Provost Grahn: Added information with regard to the distribution of the 900 new computers.

President Meadors (continued): Some of the projects we are doing now were chosen because the money to do them will not be available after 5/1/10. With regard to the new sidewalks, they needed repair. The decision to go with stamped concrete added approximately 30% to the overall cost of the work.

McCullough: In response to some of the complaints about how this money is being spent, perhaps we could do a better job of explaining that this was one time money.

Bradley: The accounting system that we use at UCA is very general. We do too much lumping together of funds. It would help if we erred on the side of a more descriptive accounting system, a system that indicates clearly from where funds come and to where they go.

Ray: We could use more transparency with regard to budgeting. Perhaps the budget decision making process could be made more clear to the campus community.

Lichtenstein: In light of the recent round of cuts in state funding, is there still a chance that faculty will receive a raise as of 7/1/10?

President Meadors: This is still a priority, but the situation is very fluid.

Runge N: When will President Meadors and Provost Provost Grahn meet with part-time faculty?

Provost Grahn: We can meet with them, but please don't forget that the faculty town hall meetings hosted by President Parrack and Provost Grahn are open to all faculty, both full time and part-time.

Bradley: With regard to scholarships, over the years we have become a bank in that we loan money to students and let them pay over the semester. This should be done more stringently.

President Meadors: We have made gains in this area. This year, our collection rate is around 98%.

Bradley: Perhaps we should require at least 50% up front.

President Parrack: We have done a much better job [recently] of handling accounts receivable. However, the approximately \$5,000,000 of "old receivables" will be very difficult to recover.

Castro: What were the circumstances regarding the Board of Trustees transfer of money to the library budget?

Lichtenstein: That was a one time transfer made specifically for a current year subscription to the Web of Science database and for the purchase of a ten year, Web of Science archival, back file.

Moore: With regard to accounts receivable, do we block transcripts?

Provost Grahn: Yes.

B. Correspondence and Updates

1. Probation Program

President Parrack: Shared email from Dr. Julia Winden-Fey expressing her appreciation for support of the probation hold program. Last semester there were 829 students on academic probation. 76.36% succeeded, and their probation was lifted.

2. Increase in Faculty/Staff Parking Fee

President Parrack: The Parking and Traffic Committee has recommended an increase in the parking fee (now called the "Access and Security" fee) from \$51-\$66 for FY10-11. It has been 13 years since the last increase, and this is not out of line with comparable state institutions.

Bradley: Since this is our third year without a raise, perhaps it's time to do away with this fee.

3. Summer and Adjunct Salaries

Provost Grahn: With regard to adjunct salaries, we are doing better than most Arkansas universities. The typical range is \$1,500 to \$1,800, and we pay \$2,600.

Summer: However, our ["regular"] salaries are in the bottom half of the median range.

Bradley: Although we may look good for Arkansas, we do not look good compared to other states.

Poole: There is a problem with regard to the inability of students to use federal scholarships and financial aid for summer school programs.

Runge N: Adjunct salaries have not been increased for the last 15 years.

4. Faculty Handbook Minutes from November 3, November 17, December 1, 2009 (attached pdfs: handbookminutes110309, handbookminutes111709, handbookminutes120109)

President Parrack: Distributed minutes from the past three meetings of the Faculty Handbook Committee.

IV. Committee Reports

A. Executive Committee

President Parrack: Thank you to Mike Schaefer for agreeing to chair the Strategic Planning and Resources Council (SPARC).

President Parrack: We are working on setting up a system to increase the return rate for online instructor evaluations.

General discussion on this topic ensued.

B. Faculty Handbook Resolution on Conflict of Interest

WHEREAS the current description of the Department Tenure and Promotion Committee in the *Faculty Handbook* (Ch. 3, Section VIII. B. 1) does not specify whether a candidate for promotion may participate in the deliberations of other candidates for promotion, nor does it specify procedures for the excusal of members for other conflicts of interest;

WHEREAS the Faculty Handbook Committee voted unanimously to approve the addition of the following paragraph between the second and third paragraphs of Ch. 3, Section VIII. B.

1;

Members of the committee who are also candidates for promotion will be excused from the committee during its deliberations and vote regarding any candidate for promotion.

Committee members may also recuse themselves or be excused by a majority vote of the committee in the event of any other conflict of interest.

BE IT HEREBY RESOLVED that the Faculty Senate approves the above addition to the *Faculty Handbook*.

MOTION to Approve: Bradley, Ray 2nd.

APPROVED, unanimous.

C. Committee on Committees

Burly: Nomination of candidates for Academic Misconduct Appeals board. Slate presented.

MOTION to Approve: Burley, Bradley 2nd.

APPROVED, unanimous.

D. Academic Affairs

Schaefer: No report but will have one by next meeting.

E. Faculty Affairs I

[Parrack]: No report.

F. Faculty Affairs II

Ray: No report.

V. Announcements and Concerns

A. Next Meeting: Tuesday, February 9, 2010 at 12:45 pm

(Faculty Senate meetings typically take place on the second Tuesday and fourth Thursday of each month during the academic year, except during vacation periods and finals week.)

B. Other Announcements and concerns

President Parrack: Provost Grahn and President Parrack will host a town hall meeting on Tuesday 2/9/10, during x-period. Location will be Room 107 in the new Business building.

Albritton: [constituent concern]

I am concerned that the new business building has a section of faculty parking spaces marked "Reserved 24-7". The message is painted along the curbs and posted on signs in front of the spaces. Any idea who approved this exception for them? And is there any way that our college might receive the same exception since we have several entire programs that meet entirely at night?

I would like to voice my opinion about the budget cuts. I find it disturbing that the Provost office, which represents the academic budgets, gets slashed by over \$700,000 dollars supposedly

representing 1% of their budget, when the other stations listed totals ONLY \$486,769, which is supposed to be 2% of the non-academic budgets. This looks out of place to me and leads me to ask a couple of questions: 1) Is the Provost/academic budgets larger than the non-academic budgets that make the university run? 2) Have academics been frivolously spending money to warrant such a cut to the budget? I just cannot logically accept these assumptions. I am sure that there is more to the picture than what was presented in the recent email and more information would be appreciated.

Provost Grahn: In percentage terms, we were actually cut at half the rate of other areas.

Bradley: The parking lot that is located near the new College of Business building is not restricted to College of Business employees. Rather, it is intended for use by all employees in the area in which it is located. This would include employees at AETN, Brewer-Hegeman Conference Center, the College of Business, and others.

Schaefer: [constituent concern] I would like to raise a couple concerns that you probably have heard before and possibly share. First, I see from the projected academic calendar before the Board that final grades for the fall semester will continue to be due on the Monday after Finals Week. It would be better for the faculty if grades were due the Tuesday after Finals Week for both fall and spring semesters. A back-heavy finals week in particular makes the Monday deadline quite difficult to meet, and likely results in some adjustment to exam content. Even if the Registrar's Office finds the Tuesday deadline inconvenient, academic considerations should trump administrative ones.

Second, several faculty members in English have students who still lack textbooks because the UCA bookstore is chronically under-ordering texts (probably to avoid overstock). My students tell me that the books are not available at other area bookstores either. The faculty is having to place book orders well in advance of the semester's start; students should not have to improvise at the last minute through a combination of online ordering and downloading.

General discussion on these topics ensued.

Ray: [constituent concern]

- 1) \$450,000 sidewalk construction with funding other than stimulus money (Bond money). Taking up good concrete sidewalks that are only a few years old. Had the sidewalk replacement been made with standard concrete rather than colored "pavers" it would have cost \$225,000. How was the decision made to spend this money? Was there any faculty/staff oversight or input?
2. Raising the faculty parking fee when the faculty haven't had raises in two years.
3. Limiting the access of faculty, staff and student representatives to the Board meetings. (Items 2 and 3 reference the Board agenda for the 2-5-2010 Board meeting.)

Provost Grahn: There has been no attempt whatsoever to limit access to BOT meetings.

Castro: [constituent concern] Issues related to retirement - 1) [Retirement] letter unanswered after more than 20 years [of employment] here [at UCA.] 2) No check out procedures. 3) Hard time getting HR to let the person know about medical benefits. 4) No parking privileges. 5) Wants to stay active in research but no ability to keep email account, no library privileges (including Interlibrary Loan).

Bradley: Over the years, faculty have lost the fringe benefit of allowing faculty to attend fine arts events for free. We should re-consider this. Athletics still offers faculty this benefit.

Copeland: [constituent concern; via email]

1) This may be moot, but I wanted to voice my opinion, even if I am a Jr. Faculty member. Now, I am NOT a math wiz by any means, but I find it irritating & highly suspicious that the Provost office, which represents the academic budgets, gets slashed by over \$700,000 dollars supposedly representing 1% of their budget, when the other stations listed totals ONLY \$486,769, which is supposed to be 2% of the non-academic budgets. This leads me to make a couple of assumptions: 1) the Provost/academic budgets are larger than the non-academic budgets that make the university run?!? 2) we academics have been frivolously spending money?!?! I just cannot logically accept these assumptions. Again, I am a humble Jr. Faculty member, but even I can add. And this looks out of place to me. If you don't feel as though this is a matter to be raised, I completely understand. :) I am sure that there is more to the picture than what was presented in the email below...that is why we spent the big bucks to hire yet another non-academic across campus.

2) I have several concerns related to minimum enrollment and teaching load. I will articulate my concerns below regarding the previous items.

In late Fall Semester 2009, the enrollment for my Spring 2010 courses was somewhat low, but my course enrollments were above five (5) students in each of my three graduate courses. If UCA possessed a policy like UALR regarding minimum enrollment (please see the following UALR web page: <http://ualr.edu/academics/index.php/home/policies/minimum-enrollment-standards/>), my UCA graduate courses would have made the minimum enrollment threshold. Given my "low enrollment" numbers, administrators required me to teach an additional course to compensate for the "low enrollment" in my graduate courses. My situation led me to pose the following questions:

1. Is there a minimum enrollment standard like UALR (<http://ualr.edu/academics/index.php/home/policies/minimum-enrollment-standards/>) at UCA?
2. If there is a minimum enrollment standard policy at UCA, where is the policy and who ensures it is enforced?
3. If there is not a minimum enrollment standard policy at UCA, should not the faculty lobby for the creation of a minimum enrollment standard policy at UCA to ensure equality and fairness for UCA faculty?

4. Is there a deadline date policy at UCA where a faculty member needs to be notified regarding an additional teaching assignment?

5. If there is not a policy related to the previous question, should the faculty lobby for the creation of a policy that gives faculty a minimum time frame for notification by administrators regarding additional teaching assignments?

In sum, I would like you to present the previous questions and concerns to the UCA Faculty Senate for consideration. If you need further information, please feel free to contact me. Thanks for your assistance regarding this item. Have a good evening!

Bratton D: Announced that Mardi Gras party invitations will go out by email. Party is scheduled for 2/13/10.

VI. Adjournment (2:15 P.M.)

MOTION to Approve: Ray, Burly 2nd.

APPROVED, unanimous.