

**Minutes**  
**UCA Faculty Senate**  
**March 29, 2018**  
**Wingo 315, 12:45 PM**

**Attendance:**

College of Business: Lewis-p, McMullen-p, McCalman-p  
College of Education: Feng-p, McClellan-p, Barnes-aa  
College of Fine Arts and Communication: Walter-p, Dahlenburg-a, Talbot-p  
College of Health and Behavioral Sciences: Demers-p, Morris-p, Lowder-p  
College of Liberal Arts: Willis-p, Burley-p, Pauly-p  
College of Natural Sciences and Mathematics: Bratton-p, Padberg-p, Peppers-p  
At Large: Spivey-p, Winden-Fey-aa, Eskola-aa, Bogoslavsky-p, Forbush-p, Wilson-p

FS President Duncan-p, FS Vice President Mehta-p, President Davis-aa, Interim Provost Hargis-aa

**Invited Guests:**

Dr. Brandon Combs, Director of Assessment  
Dr. Alicia Landry, Chair of Wellness Committee  
Dr. Jonathan Glenn, Associate Provost for Academic Services  
Erica Ruble, Staff Senate President

**Introduction Items:**

- I. Provost and President at Board Retreat
- II. FS President Updates
  - a. Discussion of FOIA
    - i. Please see file Message from the Senate President March 29 on FS website
    - ii. Reminder-any correspondence about university business is FOIA-able (print and electronic).
    - iii. This year FS has practiced civility and inclusive discourse. Training with Senator Barnes has been effective and yielded good results.
    - iv. Constituencies need to be reminded about civility in submitting concerns. This is important to the process.
    - v. We should not censor faculty concerns. We should acknowledge and record concerns of the faculty we represent.
    - vi. Anonymity of concerns is important for enabling vulnerable constituencies on campus to express their voices
    - vii. Faculty should do better in expressing their legitimate concerns, worries, and disagreements.
    - viii. Acknowledging a constituent's concern does not equate Faculty Senate endorsement or approval of that position.
    - ix. Senator McMullen: What about concerns that could be libel?
      - 1. FS President Duncan: In those cases we would consult with the university attorney and move forward from there.

2. Senator McMullen: It is not just about anonymity for individual, but could reflect badly on the university and put it at risk.
  - a. FS Pres Duncan: Even if something would be decided not to be brought forward, it would already a matter of public record, simply by being written (print and electronic).
  - b. Senator McMullen: Might want to make that more apparent. I make recommendation to provide more extensive wording in the minutes and on the Google Form.
  - c. FS Pres Duncan: That is already on the Google Form and FS Execs have had conversations about changing wording elsewhere.
- x. Senator Feng: Only UCA people can fill out the form, correct?
  1. FS Pres Duncan: Yes. Must have an @uca.edu account.
    - a. Senators McClellan and Burley: What about Cub accounts?
      - i. FS Pres Duncan: Form settings say “only @uca.edu” but double checking with IST just to be sure.
- xi. Senator Morris: Might want to also include wording about FOIA on Google Form to reinforce the issue.
- xii. FS Pres Duncan: Good reminder that everything we do as part of our university business is FOIA-able (with a few exceptions such as personnel, FERPA, HIPAA etc). We are a state agency.
- xiii. Senator McClellan: Personal devices are also FOIA-able if they are used to conduct university business.
- xiv. Senator Forbush: With the recent situation, that information was sent directly to the newspaper. So, do not want to think that this is always the case that concerns are being FOIA-ed constantly.
- xv. Senator McClellan: I was contacted by media with regards to comments made in the previous minutes. We may want to consider a vetting process and make sure that everyone knows everything is public.
- xvi. Senator Burley: Italicized concerns are what got submitted in form. Some people on campus may not be aware of how that works. Could we do something to make this more apparent?
  1. FS Pres Duncan: Yes. This might be a good idea for Faculty Affairs II committee to include as they consider archiving and setting up records on the FS website.
- xvii. FS Pres Duncan: Many thanks to everyone for all that you do and the level of respect that you have showed to guests this year. We just need pass that behavior along to our constituencies.
- b. Updates on LMS and IST
  - i. With regards to some questions and discussion that took place during the 3/13/18 meeting, here is some clarification. Definition of Learning Management System-controlled by the CRN number and can be linked to Banner (administrative system), instead of being linked to faculty member. Blackboard is linked by CRN and Google Classroom is not. This is the distinction between the two.
- c. Updates on Searches

- i. Senator McMullen: Serving on the Dean of Students search committee. We had 44 total applications. Conducted 7 online interviews. Will have 4 on-campus interviews in April. Hoping to have the position begin July 1.
    - 1. Senator Lowder: Were there any internal applicants?
      - a. Senator McMullen: No. Most from out of state. One alumni has made the final list.
  - ii. FS Pres Duncan: Also reminder that July 1 will be the start date for our new Provost, Dr. Patty Poulter. Appreciate your participation in the process.
- III. Subcommittee Reports
  - a. New Task for Faculty Affairs II Committee: By-laws Cleanup and Archiving
    - i. Senator Burley: Can I get website access?
    - ii. FS President Duncan: Definitely for you. Maybe for the whole committee.
- IV. Faculty Salary Review Committee
  - a. Senator McCalman: Completed the annual FSRC survey. Significantly higher participation than in recent past years. There is quite a bit of data to review and parse. Considered metrics for merit and equity in the future. Voted on and passed recommendation to use CUPA and to unburden IR from workload of performing regression (which was often not being used in decisions). Also, sometimes we did not have enough data for good regression. Hope to move forward with CUPA. Disciplines and sub-disciplines can still make case and arguments for their specific situations.
    - i. Dr. Glenn: As provost designee on this committee, appreciate the work done here. In particular cases we may still need certain data points from IR, but still overall a good recommendation.

**Invited Guests:**

- V. Assessment Annual Report—Brandon Combs (1:30)
  - a. Please see file [AAC.Comm.AnnualReport.FS.20180329](#) on FS Website
    - i. PAWS implementation
      - 1. Senator Walter: Core Assessment-results show growth. What does that mean?
        - a. Dr. Combs: Summative stats over time from freshmen to senior year, students are showing progression in what was measured?
  - b. Please see file [SET.Comm.AnnualReport.FS.20180329 \(1\)](#) on FS Website
    - i. Committee membership has shifted a little over the course of the year.
    - ii. Please see file [Sample Course Eval Report v2 20180327](#) on FS website.
    - iii. Thanks to FS for feedback, that will go to the committee in the next few weeks.
    - iv. Survey will go out to faculty by the end of the week, then focus groups with faculty and students in the fall.
    - v. Working on possibility to be able to include a specific questions for your course. Also looking at a possible question bank for the university as a whole.
    - vi. When we switched vendors, we now have more information and that is power. Demographic information now available (if it says empty that means information not available in Banner). Now have comparisons to department, college, universities.

- vii. Individual breakdowns are displayed (average, standard deviation, min, max).
- viii. Changed qualitative comments. Now grouped by question not by respondents.
- ix. Will have many more versions and updates by the time everything is done.  
There is a lot of feedback on the table and that allows us to have a conversation and get perspectives. Stand by the decision to go with the vendor that we have. It has been a pain (for me too). But with Explorance, we have access to our data, which is key. Smart Evals sent historical course evaluation information and we are working to get that parsed out into PAWS (very time consuming to build bridge between the two). Have set up all Faculty Senators information if you want to go in and see it.
- x. Senator Demers: Where can I find that PAWS information?
  - 1. Dr. Combs: My UCA >> Planning and Assessment Web-based System (PAWS)
- xi. Senator Lowder: How do we get more students responding?
  - 1. Dr. Combs: Response rate is tricky, we need to work on this. We are seeing average response rates historically
- xii. Senator Lewis: At my previous institution we could see which students had completed and had not. Is this possible?
  - 1. Dr. Combs: That is not a possibility for faculty.
- xiii. Senator Burley: I had a faculty member with a really long report. Can we get shorter versions?
  - 1. Dr. Combs: We are developing a department chair report that is much more aggregated and will only be a page or two.
- xiv. Dr. Glenn: Explorance is a partner with Banner Ethos. This is exciting for possibilities moving forward.
  - 1. Dr. Combs: Yes. For example, previously students who had dropped were sometimes still included in course evaluations. Now can have real-time updates to avoid this.
- xv. Senator McClellan: Will this communicate with Digital Measures?
  - 1. Dr. Combs: PAWS has faculty credentialing system, but do not think it will serve us well yet. Digital Measures does not work well with system.
- xvi. Senator Morris: Will we be required to put our information in PAWS like Digital Measures?
  - 1. Dr. Combs: No.
- xvii. FS Pres Duncan: Clarification for timeline of survey for questionnaire and round table?
  - 1. Dr. Combs: Survey should go out by the end of this week (assuming all is agreed upon by the committee tomorrow).
  - 2. Round table would be set up when committee meets in Fall 2018
- xviii. Senator Demers: Why do I need to have PAWS data?
  - 1. Dr. Combs: Think of it as back-up hard drive that centralizes everything. You do not have to look there, but is there for you if you want historical files
  - 2. FS Pres Duncan: Yes, this is essential for historical files.

3. Dr. Combs: Currently have worked back to Fall 2015. Will continue working.

VI. Update on BeWell—Alicia Landry (1:50)

- a. Dr. Landry: Have been communicating with FS and SS all year. Has taken longer than anticipated to get started with contract with HealthCheck 360 because waiting for state legislature to approve. Have been working ahead of time on what the portal will look like. All devices and apps should be able to connect through the portal. Online webinars will be available. Easy ways to enter and track exercise. Provides more comprehensive ways to reflect your health and lifestyle. Last year we had 37% participation rate, so trying to get increased participation through incentives. Will require biometric screening and health risk assessment. Anticipate 4/23/18 to be date to go live with HealthCheck 360 provided all goes fine with state legislature. Have done lots of prepwork with the portal, so should be ready to go. Not including spouses at this time, because want to ensure that we are focusing on creating firm foundation for the employees first. We need a culture of health around UCA's campus and this also includes people not on UCA's health plan.
  - i. Senator McMullen: Constituent concern about personal information going to provider Compass last fall. What type of information will be shared with this program?
    1. Dr. Landry: That happened because Compass was part of United Health, so the data auto-populated. The census file for Health Check 360 is first and last name, birthdate, and email. You can choose what other information you put in.
  - ii. Senator Pauley: Will there be information sessions offered? Or more information online?
    1. Dr. Landry: The committee identified that communication will be very important key to the new rollout. Definitely working to be sure everyone has the right information. Employees will have until October to complete all requirements for this year.
  - iii. Senator Morris: Want to thank Dr. Landry for her work on this. Has been a tricky situation and she has put in a lot of extra work in addition to her regular workload.
    1. Dr. Landry: Thank you. I am very excited about this program and the enthusiasm that folks on campus have for it.

**Action Items:**

VII. Approval of Minutes (3/13/18)

- a. Motion to approve by Senator Demers, second by Senator McCalman.
  - i. Motion passes.

VIII. Resolution for Continuity of Access to Course Content—Barnes and Feng

- a. Senator Feng: Senator Barnes and I may want to revise the resolution since have new information and want to make it clearer. With regard to violation of academic freedom, we are not clear on that definition. Request discussion of academic freedom issue with regard to this.
  - i. Senator Burley: I understand putting schedules and syllabus on learning management system, but grades are really the key issue. We have to submit

grades at the end of semester but to continuously add them is an issue.

Requirement to use something that is a mandate in their own classroom is the problem. To keep up with everything needed, there must be a better way.

- ii. Senator Feng: Our understanding is that it is an inconvenience and not a violation of academic freedom. Impact and power of this resolution is in the wording- not required by FS but we are just supporting it. It would be an administrative decision from the provost to require it.
- iii. FS Pres Duncan: Provost's office not talking about mandating use of grade reporting consistently through the semester but only at the end of semester.
- iv. Dr. Glenn: Legally the grades that a faculty member assigns are the property of the university. If faculty member leaves and a grade is appealed, we have to be able to get access to that to have continuity of operations.
- v. Senator Morris: If this is academic freedom concern now, was it a concern of academic freedom when we had to turn in our gradebooks?
- vi. Senator Bratton: The difference is when it is in paper, only I have access to it. When it is online more people have access to it.
  1. Senator Feng: That could have still be stolen, if it is a concern in print, then it should be a concern now.
- vii. Senator Morris: With concern for the students, if lots of faculty using different platforms, then they may have to learn to operate within lots of different systems which could put them at a disadvantage.
  1. FS Pres Duncan: UCA has one LMS (right now that is Blackboard) and everything else is considered a learning tool.
- viii. Senator Burley: This seems like two different things. University owns grades and we must put them in at end of semester. That is not a violation of academic freedom. If we are dealing with what happens over the course of or in the middle of the semester, that is a different consideration.

FS Pres Duncan: Some clarity in resolution could help with this in regard to the semester timeline.

b. Senator Feng withdraws the resolution. No objection from the Faculty Senate.

IX. **Constituent Concerns- Please note that recording these concerns is an integral part of the role Faculty Senate plays in shared governance at UCA. Acknowledging our constituents' concerns verbatim allows their voices to be heard, though it is important to understand that recording a constituent concern does not equate to Faculty Senate endorsing the position stated in that concern. Additionally important to note: all concerns submitted are public documents under FOIA guidelines, with certain FERPA, HIPAA exemptions. We encourage faculty to be mindful of the public nature of concerns, and the role of conveying concerns through Senate. In the minutes, these concerns are captured in two main ways: in plain text, identified with the particular senator who presented the concern on behalf of constituencies; or, in italics, to identify a concern submitted online to the Executive committee via Google Forms.**

- a. Senator McMullen: For a positive note, UCA Debate Team attended IPDA national championship tournament in Washington and got 5<sup>th</sup> place.
- b. Senator Walter: Constituent asked if there was any forward motion on the possible plagiarism issue.

- i. FS Pres Duncan: President Davis is looking into this based on our discussion.
- c. Senator Lewis: FS Google Calendar issues for November of next year.
- d. Senator Spivey: Faculty Affairs I committee needs to meet during the week of April 9-13. We have three items on our docket, and now we have some additional data from IR. Really getting push back on 3 and out rule. Will ask Senator Burley to join us for discussion. Hopefully will have something in the next meeting or two.
- e. Senator Lowder: People are looking at prices on campus for the new restaurant in Donaghey Hall and thinking that they will be priced too high for students and thus will fail.
- f. Senator Pauley: With regards to the Final Four this weekend...Go Nova!
- g. Senator Wilson: See letter from Torreyson Library Faculty about Starbucks expansion below (IX, m)
- h. *When we assign students as At Risk at mid-term, sometimes we get an email back later saying only that the Case has been closed for whoever the student might be. This information tells the faculty person absolutely nothing; I think it would be helpful if advising told us a little more about the "intervention." After all, we're asked to make comments about the At Risk student.*
- i. *Our athletics program takes over \$1 million per year from the academic budget. Our men's basketball program is paying \$50,000 to play in the CBI tournament, a for-profit tournament for teams left out of the NCAA tournament and the NIT. UCA underpays faculty and is cutting liberal arts positions through attrition. Could administration take \$50,000 back from athletics to fund one liberal arts position? I was under the impression academics should get first budget priority at an institution of higher learning. Just curious.*
- j. *Regarding faculty salaries: is FS just looking at CUPA data, or are we looking at the percentage of the UCA budget spent on Faculty Salaries? It seems as if this would be an important metric. What about comparing institutions with like budgets & d of students? I would love to see this data. Thank you for your service on FS.*
- k. *I would like to know if the "adjunct" pay was increased at the same rate as the full time continuing faculty pay in January. Secondly, I would like to continue my support for changing the "overload" pay during fall/spring to match the summer pay for full time continuing faculty.*
- l. *Is there any flexibility for 12-month faculty (and or staff) to work four 10-hour days a week instead of five 8-hour days a week? Is this a UCA wide policy or can the supervisors determine this?*
- m. *The library faculty wish to submit a statement of concern regarding Aramark's remodeling and expansion of Starbucks, specifically related to the intent for doors between the library and Starbucks to remain open during Starbucks' business hours. The library faculty feel that leaving large storefront doors open between Starbucks and the library computer lab will result in noise and distraction that negatively impacts student success. The Division of Information Systems and Technology lists Torreyson Library as the main computer lab for the UCA campus, having more workstations and remaining open far more hours than any other lab on campus. For the significant population of UCA students who rely on the library because they do not have a personal computer or laptop, there is no comparable workspace on campus. Students use library computers to write research papers, take tests, access*

*online course materials, and complete homework. Library faculty and staff know that students are using computers for these purposes because all day and night we help them to locate resources, navigate Blackboard, print assignments, and troubleshoot application issues. Removing the noise barriers between a busy food vendor and a critical service point for students' academic work is certain to increase distraction and noise levels to the detriment of students' academic performance. Starbucks is constantly operating coffee grinders, blenders, and steamers. Machinery beeps periodically throughout the day. Customers and servers must speak over the noise of machinery to place orders. The baristas must call customer names when orders are ready for pick-up. This is a noisy environment not conducive to focusing on a test, writing a paper, or reading detailed research. The library remodeled its computer lab several years ago to give students more computer stations and more space between stations, and to ensure the lab was located close to the Library Computer Support, Reference, and Circulation desks, where students can get help. Students choose to use the library's computer lab to take tests because test-taking software is already installed, and computers are hard-wired, meaning wifi problems cannot interrupt testing. Research assistance and support for computer applications are not available in other campus computer labs. The additional intrusion of food vendor noise and traffic in UCA's main computer lab will negatively impact academic performance both for students who must suffer through the disruption, as well as those who will begin avoiding the library. Students will likely choose not to use library computers due to the noise, meaning they will be further removed from the research help and technical support that the library provides. Library faculty appreciate Aramark's intent to improve the flow of traffic through the back of the library, but we strongly request that the proposed storefront doors between Starbucks and UCA's main computer lab not be left open. Considering the potential long-term impact on student success, this design should be re-evaluated to ensure preservation of the academic environment. To forgo such an examination would be a disservice to UCA students. Cordially, The Torreyson Library Faculty.*

- n. I would like to express my concerns regarding Faculty Senate and its recent behaviors regarding certain members of the University's administrative staff, specifically Christina Madsen and Brandon Combs. Recently faculty senate has decided to lambast these staff members for various reasons, yet the accusations are minor or groundless, and the persistence with which faculty senate persists borders on, if it doesn't actually constitute, harassment. This is reminiscent of the behavior of faculty senate regarding former wellness coordinator Lindsey Green, who resigned due to such acts of abuse. At this point it seems faculty senate is engaging in workplace bullying, using baseless accusations or complaints to persistently harass employees, and with no repercussions. Academic freedom does not extend to harassment, tenure does not grant one the right to bully. I am disheartened by the lack of leadership by Taine Duncan in these matters. She is either too cowardly to stand up to the bullies on senate, incompetent, or complicit. Neither option speaks in her favor. I submit this concern anonymously since I do not wish to be the next target of faculty senate's petty, vindictive attacks.*
- o. In the last minutes, someone asked the faculty senate to consider not publishing concerns to tarnish a reputation and yet in the very same minutes, a concern was*



*published that brought derogatory remarks about someone else within the college. I feel we are educated people and therefore, need to act like educated people. If we have concerns, we can voice our concerns without throwing mud. Let's strive to be the professional, independent individuals we want our students to be and go talk to the individual you have a problem with. So Faculty Senate, I ask you again, please consider NOT publishing items that could harm someone and just leave those remarks for you.*

**Reminders:**

- X. Google Form for Constituent Concerns, updated to let submitters know follow-up:  
<https://docs.google.com/forms/d/e/1FAIpQLScFTqeySHXWntrv9gbZx61toJSr986Hh1JP58AwMguZhGglQ/viewform>
- XI. Faculty/Staff Senate Office hours 12:30-1:30 @ Einstein's 3<sup>rd</sup> Tuesdays
- XII. Reminder: Elections coming up soon.  
At-Large first Friday in April. (Reminder that Unaffiliated was elected during college elections, but CHBS will be elected with At-Large this cycle.)