Minutes

University of Central Arkansas Faculty Senate

Tuesday, March 11, 2014

12:45 p.m. – Room 315: Wingo Hall

**Attendance:**

College of Business: a-Jim Downey (2014), Kaye McKinzie (2015), aa-Don Bradley (2016)

College of Education: Shoudong Feng (2014), Alicia Cotabish (2015), Jud Copeland (2016)

College of Fine Arts and Communication: Lanette Grate (2014), aa-Garry Craig Powell (2015), Christian Carichner (2016)

College of Health and Behavioral Sciences: Melissa Shock (2014), K.C. Poole (2015), Alexandra Marshall (2016)

College of Liberal Arts: Clayton Crockett (2014), Jacob Held (2015), Chris Craun (2016)

College of Natural Science and Mathematics: Charles Watson (2014), Rahul Mehta (2015), Ben Rowley (2016)

At Large Senators: Brian Bolter (2014), Doug Isanhart (2014), Debbie Bratton (2015), Art Lichtenstein (2015), Kim Eskola (2016), Amber Wilson (2016)

Part-Time: Deb Forssman Hill (2014)

1. Call to Order
2. Comments: President Courtway
   1. Unable to attend. Looks forward to addressing the Faculty Senate at the next meeting.
3. Comments: Provost Runge
   1. Promotion and tenure recommendations. There were 46 applicants who were notified electronically on Wednesday, March 5, 2014.
   2. Degree Works is available live now for advisors and faculty. It will be live for undergraduate students on March 17, 2014. It will be live for graduate students in the fall.
   3. College of Liberal Arts—English Lecturer and Advisor (see discussion below).
   4. Search Updates
      1. Graduate Dean (candidates are Marie Hoepfl, Karin Jordan, and Stephanie Bellar). The interviews are complete and the negotiations are ongoing.
      2. College of Health and Behavioral Sciences Dean (candidates are Jimmy Ishee, Christopher Ray, Mardel Wilson, and Michael Young). Ishee’s interview is complete and Ray is on campus interviewing now. Wilson and Young will be interviewed in the next few weeks.
      3. College of Natural Sciences and Mathematics (candidates are Edward Jarroll, Kevin Belfield, and Steve Addison). All interviews for this position are complete and a recommendation is coming this week.
      4. Director of University College (candidates are Amy Baldwin, Ron Novy, and Rashonda Johnson). All interviews for this position are complete and a recommendation is coming this week.
   5. Higher Learning Commission Report—Doctor of Nursing Practice has been approved. We have been removed from monitoring status. Our next accreditation cycle will be 2016-2017.
   6. Virtual Tour is now live on UCA’s website <http://uca.edu/virtualtour>
   7. Last Bear Facts day was Saturday, March 8, 2014. 253 students attended and 38 applied for admission to UCA.
   8. Senator Copeland question about the integration of data between Digital Measures, Banner, and Degree Works. Provost responded that it will be ideal when all of our data works seamlessly together and we are working toward that as our goal.
   9. Senator Feng question about the mandatory training sessions for Degree Works advising program, feels they duplicate some of the content. Provost Runge will check with the Advising Center for clarification on what the trainings entail.
   10. Senator Rowley question about the search process for the hiring of the new director of the Academic Advising Center. Provost Runge responded that the position was an internal search and was advertised on the UCA Human Resources website according to the guidelines.
4. Consideration of Minutes – February 27, 2014
   1. Motion to approve by Senator Copeland , second by Senator Bolter.
   2. 20 in favor, 0 against, 1 abstention
5. Consideration of proposals for use of Senate “Coke” funds for 2014-2015
   1. Motion for the executive committee to make a recommendation for the spending of this money at the next meeting by Senator Bolter, second by Senator McKinzie.
   2. Passed unanimously.
6. Report: Faculty Salary Committee – Senator Rowley
   1. Senator Rowley gave a brief overview of the attached reports. Recommendation to the Strategic Budget Advisory Committee was that faculty and staff salaries be both ranked the number one priority. Our process for conducting salary review and analysis is similar to that of our peer and aspirant institutions. Senator Lichtenstein question/comment about non-administrative 12 month faculty being considered in these types of reports. Feels that it is important to call attention to the fact that we have faculty in the library who are paid abysmally low salaries and hopes that this inequity can be corrected.
7. Consideration of New Lecturer Position—Department of English
   1. Please see attached communications distributed via email and at the beginning of the meeting. Senate President Watson was notified of this proposal on Friday, March 7, 2014. This discussion and vote will meet the 5 day requirement for written recommendation set forth in the UCA Faculty Handbook, Chapter 3, Article III, Part B, Section 2, Sub-section d.
   2. Provost Runge—This position has been filled by a full-time visiting lecturer for 6 years. The request is not to convert the person, but is to establish a non-tenure track rank of Lecturer I. The needs of the department and role this position will play in the department is important in the consideration.
   3. Dr. Jay Ruud—It would be great to have a continuing position rather than one that must continually be renewed.
   4. Senator Bolter comment—Do not want to have this set as a precedent, but understand that in this case there are 17 tenure track lines and this would be the first non-tenure track line.
   5. Senator Crockett question for Dr. Ruud--does the faculty in your department support this request? Dr. Ruud--yes they were in support of it.
   6. Motion to approve the request by Senator Crockett, second by Senator Held.
   7. 20 in favor, 0 against, 1 abstention
8. Report: Arkansas Association of University Professors – Dr. Burley, President, AAUP
   1. Please see attached letter from Dr. Burley
   2. Asking for a conversation, not a decision today. This will be a process that would hopefully be outlined in the handbook and will be followed like all other tenure and advancement procedures. Senior Lecturer ranks could be a pathway to tenure. There will need to be some discussion to figure out the different options along the way.
   3. Senator Held question about the rationale for creating Lecturer III/Senior Lecturer. Senator Bolter commented that it was to make it more comparable to the three step process for the tenured/tenure track faculty.
   4. Senator Bolter—The issue of tenure is the important for us and the AAUP. The standards and requirements for tenure and promotion are defined and set forth by each department. This is just an option to go up for senior lecturer and would not be required for anyone. This is good for flexibility among different positions and varying departmental needs.
9. Report: Faculty Affairs Committee – On-Line Courses – Senator Craun
   1. Meeting with the Provost and the Academic Council Thursday. Should have a comprehensive report at the first April meeting.
10. Report: Faculty Affairs Committee – Part-Time Faculty – Senator Poole
    1. Senator Forssman Hill has had good response on the survey so far, please encourage the part-time faculty in your areas to complete this.
    2. The committee is also looking at information from peer institutions
11. Announcements:
    1. Election Results from College Elections – Senator Wilson.
       1. Congratulations to our new senators:
       2. College of Business: Doug Voss
       3. College of Education: Kevin Stoltz
       4. College of Fine Arts and Communication: Lynn Burley
       5. College of Health and Behavioral Sciences: Mitchum Parker
       6. College of Liberal Arts: John Parrack
       7. College of Natural Sciences and Mathematics: Lori Isom
    2. At Large Elections--Senator Wilson—Will be held on Friday, April 4, 2014. We will be electing two new At-Large Senators. Nominations will open soon. Please encourage people who are interested in participating in shared governance to run for one of these positions.
    3. UCA Core Council Proposal – Senator Eskola brought forth a proposal to tweak the current make-up of the council. This will be sent to the Committee on Committees
12. Faculty Concerns
    1. Senator Marshall presented a constituent concern— *The constituent has an issue with being required to attend or to complete online 4 mandatory trainings on sexual harassment, diversity, etc. every year especially since these trainings do not change much year to year. The constituent proposed completed such trainings every 3 or even 5 years.*
    2. Senator McKinzie presented a constituent concern— *I am writing to express concern over the Faculty Handbook Committee's recommendation process. It seems that every year the committee comes up with recommendations that are available for review for only a few days and not necessarily in a broad open forum before the Faculty Senate is required to vote. For example, this year the academic council members (chairs and associate deans) received an email on Friday afternoon asking us to review the proposed changes to Chapter 3 and provide feedback no later than today. This is not enough time for a thorough meaningful review by the faculty. (At that it is still better than last year when no notice was sent...)*

*I personally don't have any issues with the proposed changes for this year. However, it seems that handbook changes deserve a better review by all faculty who may be impacted by the changes. This rush at the end of the spring semester every year lends itself to unintended consequences. There have been several changes in recent years that have had to be reviewed because not enough time was given to think through the implications. The faculty annual evaluation process is a good example. Currently all tenure track faculty are supposed to be reviewed by the chair and the departmental promotion committee each year. (I don't know of any departments that are actually following the full process outlined in the handbook. Most chairs were unaware of the change until well after the fact.)*

*If the faculty handbook is our guide for policy and procedures with regards to faculty and the faculty senate, then it deserves the entire faculty's attention when changes are being made. I find it ironic that we had more notice on moving to electronic balloting last year than we have ever had with regards to handbook changes. (How we vote is apparently more important than how we are evaluated for promotion and tenure.)*

*Please, let me know your thoughts about this issue. Is there something that I am missing? Can the handbook committee not present its recommendations earlier in the year? Does the senate have to vote at this meeting or can there be an appropriate comment period before the vote is taken? Again, I don't think that there are any major issued with the recommended changes for this year. However, the process does need to be reconsidered.*

* 1. Senator Shock presented a constituent concern— *I urge you to insist that sufficient time be allowed for review of any proposed changes to the Faculty Handbook. The Faculty Handbook is our constitution or bylaws and governs much of the life of UCA faculty. It is my understanding that Robert Rules of Order requires 30 days for change to bylaws/constitution. I know of no professional organization that does not require a set time for review of any proposed changes to its bylaws/constitution - in my experience this is usually a 4 to 6 weeks review period.*

1. Adjournment
   1. Motion by Senator Lichtenstein, second by Senator Rowley