**ATTENDANCE:**

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

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

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

**Part-Time Senator:** Lee Sanders (2017)

**Information Items:**

1. Comments – President Davis
	1. Feedback with the Wellness Program. Still working on the program expect to see some changes with the program.
	2. Budget phase- cautious optimism in terms of enrollment in order to prescribe a budget for the new year. Compression issues, COLA, and need for faculty positions. May look at mid-year adjustments. Everyone has needs and there has not been a meeting that someone has not asked for money.
	3. Next President’s report will have more about budget decisions and the “big picture”.
	4. Questions: Burley – House Bill 12:13. Propose a bill eliminating the office of diversity?
		1. Phone call later with President from AT. Sure that this may be an issue with high education commission. State wide looking at possible cuts in the Office of Diversity.
2. Comments – Provost Runge
	1. See Provost report on the FS webpage
	2. HLC Response – no longer on monitoring status. Moving toward open pathway. Letter of reaffirmation received
	3. Tenure, promotion and advancement
		1. 43 applications this year
	4. Annual meetings with departments
	5. Dean and Chair evaluations
		1. Smart Evals had some problems
		2. Restarting with Qualtrics
		3. Be sure to evaluate your deans and chairs
	6. Questions: McMullen – with new vendor will Smart Evals backup with new vendor.
		1. Hard to say without knowing new vendor.
	7. Senator Padberg – typical number of tenure/advancement –
		1. 55 on average. This is average year.
	8. Walter – Digital Measures?
		1. Not this year for tenure and advancement. Mid-tenure review is using Digital Measures but there were some problems so we may do this process for one more year.
	9. Senator Dilday – sponsor program under AA? Since retirement, they have trouble getting same person twice. There is one grant administrator still open.
		1. One retired, one left for another job, we have had some that have taken positions in another department but in the last two weeks we do have both positions filled. Has been a lot of change over though.
3. Comments – President McKinzie
	1. Meeting will adjourn at 2:30
	2. Spring senator elections (Senators Duncan and Eskola)
		1. At-Large Faculty Senate Elections
			1. March 13
				1. E-mail from FS President McKinzie encouraging people to run & notification
				2. Email from Senator Eskola requesting nominations
			2. Spring break 20-24
			3. Wednesday, March 29th
				1. FS President McKinzie encourages folks to vote
				2. Senator Eskola e-mail of nominees and bios
			4. Thurs./Fri, March 30-31: Electronic elections
				1. Senator Eskola sends Survey Monkey out Thursday 00:00 hours. Vote ends at 00:00 Saturday, April 1.
				2. FS President McKinzie sends reminders each day
		2. College Faculty Senate Elections: Need them done before April 16 so we can invite them to Senate on the 23rd.
			1. Monday, April 3:
				1. E-mail from FS President McKinzie encouraging people to run & notification
				2. E-mail from junior faculty member to their college requesting nominations
			2. Monday, April 10:
				1. FS President McKinzie encourages folks to vote
				2. Senator Eskola e-mail of nominees and bios
			3. Thurs./Fri, April 13-14: Electronic election
				1. College election done by Faculty Senate Secretary, Kim Eskola
				2. FS President McKinzie sends reminders each day
4. Academic Affairs – Senator McMullen, Chair
	1. On behalf of Academic Affairs, I am working with Institutional Research to distribute a campus survey regarding grading policies. The goal is to distribute the survey after spring break and report the results at the April Senate meeting.
5. Faculty Affairs I, Senator Copeland, Chair
	1. CHARGE # 1 UPDATE: Voting on the proposed four (4) Bundled Resolutions (eight [8] Resolutions Total) were scheduled through Survey Monkey Online on March 7, 8 & 9, 2017. The results included five (5) faculty votes by paper ballot (one requested and four due to not receiving e-mail). It was verified that no one voted twice.

With the paper ballot votes included, the following are the results for each of the four (4) Bundles:

*1*.  385 faculty voted; 361 voted DO PASS; 13 voted DO NOT PASS; 11 ABSTAINED

*2.* 383 faculty voted; 328 voted DO PASS; 40 voted DO NOT PASS; 15 ABSTAINED

*3*. 386 faculty voted; 356 voted DO PASS; 17 voted DO NOT PASS; 13 ABSTAINED

*4.* 387 faculty voted; 283 voted DO PASS; 93 voted DO NOT PASS; 11 ABSTAINED

The four (4) Bundled Resolutions were passed by the Faculty Association.

UPDATE: Faculty Affairs I members are continuing to review proposed revisions/updates to the Senate Bylaws and the Working Manual.

* 1. CHARGE # 3 UPDATE: Faculty Affairs I is in regular contact with Dr. Brad Teague. Dr. Teague and Dr. Bill Bandy are revising the Athletics Department Draft Report with requested supporting data received from the Senate and Faculty Affairs I on Thursday, February 23. Dr. Teague will present the Athletic Committee Reporting Plan during the Senate meeting on April 11, 2017.
1. Faculty Affairs II –Senator Spivey, Chair
	1. ***Members***: Phillip Spivey (Chair), Julia Winden-Fey, Duston Morris, Nancy Gallavan, Jane Dahlenburg, Lee Sanders, Jeffrey Padberg
	2. ***Charge***: Work with the Faculty Salary Review Committee (and others as deemed necessary) to review the salary for adjunct, part time and overload faculty in comparison with our peer, aspirant and Arkansas competitor institutions. By the first meeting of the Faculty Senate in March 2017, make recommendations (potentially a resolution) to the Faculty Senate as to our current policies and salaries for these types of teaching roles.
	3. ***Data Summary***:
	4. **UCA Adjunct, Part-Time, and Overload Faculty Pay**
		1. $2,652 per 3-hour course; $884 per credit hour
	5. **Eastern Michigan University Adjunct, Part-Time, and Overload Faculty Pay**
		1. $5,100 per 3-hour course; 1,700 per credit hour
	6. **Minnesota State University – Mankato**
		1. Overload Pay: 0.225% of base salary in excess 24 credit hours per academic year
		2. Adjunct Pay: $4,278 per 3-hour course; $1,426 per credit hour
	7. **Missouri State University Adjunct Pay**
		1. $2,394 per 3-hour course; $798 per credit hour (varies by discipline)
	8. **Texas State University**
		1. $3,000 per 3-hour course; $1,000 per credit hour (varies by disciplines - $3,000 to $10,000 per 3-hour course)
	9. **University of Central Oklahoma Part-Time Pay**
		1. M.A. Degree: $2,100 per 3-hour course; $700 per credit hour
		2. Terminal Degree: $2,745 per 3-hour course; $915 per credit hour
	10. **University of Northern Iowa Adjunct Pay**
		1. $4,785 per 3-hour course; $1,595 per credit hour
		2. College of Business: $5,001 per 3-hour course; $1,667 per credit hour
	11. **University of Central Missouri**
		1. Bachelor’s Degree: $1,800 per 3-hour course; $600 per credit hour
		2. Master’s Degree: $2,100 per 3-hour course; $700 per credit hour
		3. Terminal Degree: $2,700 per 3-hour course; $900 per credit hour
		4. Emeriti Faculty: $4,500 per 3-hour course; $1,500 per credit hour
		5. Overload Faculty Pay: Annual Salary / 24 x 0.5 x credit hours
	12. Senator Burley – Are you aware of a website that has all of the adjunct pay?

**Action Items:**

1. Minutes from the last meeting - Secretary Eskola
	1. Motion to approve minutes by Senator Copeland
	2. Second by Senator McMullen
	3. Motion passed with revisions from Senator Duncan
2. Resolutions on committees (Senator Spivey)
	1. Faculty Grievance Committee membership (see resolution on FS webpage)
		1. Senator Spivey moved to approve resolution on Faculty Grievance committee
		2. Senator Dilday second
		3. Senator Dilday – what is the representation currently?
			1. Senator Duncan – pulled up committee on webpage – 13 are on committee. You pull five from the 13.
		4. Senator Parrack – If you are randomly pulling from 13 you may still not have representation.
		5. Senator Burley – strongly object to having two tenure track faculty on this committee. There are very sensitive issues and would not want the burden on tenure track faculty who may be in the process of promotion.
		6. Senator Duncan – change resolution to reflect membership pool rather than representation.
		7. Senator Parrack – another issue you cannot have someone from your own department be on the grievance committee. Those issues must be resolved before we consider.
		8. Senator Forbush – Randomly selective?
		9. Senator Duncan – Randomly selective after members are pulled if a conflict of interest.
		10. Senator Forbush – Conflict by having non-tenure track on the committee? Not sure I see the conflict.
		11. Senator Isom – clarification on resolution
		12. Senator Burley – We could potentially have four non-tenure members?
		13. Provost Runge– Separate issues: Non-tenured track vs. a member from the same department. So Senator Spivey is wanting non-tenured track representation
		14. Senator Duncan moved – Change the membership with the following wording, “the panel pool will consist of two tenured faculty members from ………. Two tenured or two full time continuing faculty members with at least 7 years of service. Additionally the committee cannot have more than two non-tenured members. **See resolution on FS webpage for updated resolution.**
		15. Senator Isom second
		16. Senator Burley – suggestion for one tenure and one non-tenure or tenure track members.
		17. Senator Eskola – We can mirror the UCA Core Council in wording.
		18. Motion passed
		19. Senator Dahlenburg moved to change name to Resolution on Faculty Grievance Panel.
		20. Senator Rickman second
		21. Motion passed
	2. Faculty Handbook committee membership (see resolution on FS webpage)
	3. Senator Spivey moves to approve resolution
	4. Senator Dahlenburg second
	5. Senator Isom – Change from previous resolution
	6. Dr. Ben Rowley – expanding size of committee, it may be a good idea to include the staff president and VP.
	7. Senator McMullen – how is handbook selected?
	8. FS President McKinzie – voted on by the colleges
	9. Senator Burley – Instead of adding two more members that could offset the balance of the committee. Perhaps change so the representation can include tenure or senior lecture/clinical instructor.
	10. Senator Forbush – reminded everyone on parliamentary procedures on substitutions.
	11. Senator Isom – Liked Lynn’s change but still wanted to ensure that there would be a balance.
	12. Senator Duncan moved a substitution to the resolution “The committee shall be composed of …….

At iii. One tenured faculty member or Senior lecture or Senior Clinical Instructor from each academic college…. (same in iv.) After “selected by the full-time continuing unaffiliated faculty members. “These elections will occur for staggered terms such that no more than two members are non-tenured faculty.”

* 1. Senator Isom second
	2. Senator McMullen – clarification of problems with voting when more than the 2-3 senior lectures/clinical instructor
	3. Senator Copeland – switch selected to elect in the motion because the membership is elected by the colleges.
	4. Motion passed
	5. Further discussion on resolution with substitutions.
	6. Resolution passes (with substitutions)
	7. Senator Forbush – clarification on the rules and we may want to present the motion with enough time for review.
1. Faculty Handbook changes
	1. Chapter 4
		1. Motion to accept changes Senator McMullen
		2. Second by Senator Walter
		3. Motion passed
	2. Chapter 5
		1. Motion to accept changes by Senator Gallavan.
		2. Second by Senator Isom
		3. Senator Burley – no say in board policy?
		4. Senator Forbush – they have final say, doesn’t matter what we say
		5. FS President McKinzie – president includes president of faculty and staff with others for input, but board has final say.
		6. Provost Runge – we do have say. Let him know and he will give that information to the board.
		7. Senator Forbush – this has happened before and we do have say but board does have final say.
		8. Motion passed
	3. Chapter 7
		1. Missed a committee so must vote again, course evaluations committee was forgotten
		2. Motion to discuss by Senator McMullen
		3. Second Gallavan
		4. Senator McMullen – believes we amended 2b and c in response to Senator Parrack to address how membership decided. Agreed and won’t send back to handbook
		5. Senator Forbush – we will make sure changes are made; doesn’t have to go back
		6. Runge Runge– faculty handbook changed language about tenure for associate provost on handbook committee but new language just passed can change that.
		7. Senator Isom – so can we make language reflect either tenure or senior lecturer?
		8. FS President McKinzie -we can take out language
		9. Senator Burley – associate provost should have tenure since overseeing process
		10. Senator Morris – do we have assoc provost without tenure?
		11. FS President McKinzie – yes
		12. Senator Forbush – we would have to take out wording with academic tenure
		13. Senator Morris – so associate only there if provost not there?
		14. Senator Duncan – no, he can be there.
		15. Provost Runge – but I’m usually there
		16. No motion to remove wording
		17. Motion passed
	4. Chapter 3
		1. Senator Isom moved;
		2. Senator Walter second
		3. Discussion
			1. Senator Burley, paragraph F – asks for clarification bottom of page 6. Who are regular professional personnel?
			2. Provost Runge - Regular professional except as where restricted or otherwise specified
			3. Add words “otherwise specified” no vote
			4. Page 12: FS President McKinzie explained why instructor moved to section on tenure track section. Was in wrong section after it became a tenure-track designation and caused confusion.
			5. Tenure and promotion: Senator Gallavan: why is there no university committee? Why are there no external reviews required?
			6. Provost Runge: in years past council of deans was that committee, but about 10 years ago realized it was cruel to sequester deans for a week going over so many files. Now review done by provost, president and board, bur provost can ask for input from council of deans. External review is done by some departments but in dept. criteria.
			7. Senator Dahlenburg: Promotion and tenure, who made that decision? When?
			8. FS President McKinzie: we did in November.
			9. Senator McMullen: tenure and promotion appeals, does discrimination policy include protection for sexual orientation? Para F, sub 2. Maybe change to include language?
			10. FS President McKinzie: Maybe change to say include language from anti-discrimination policy
			11. Motion passed
2. Committee Updates – VP Duncan
	1. Monthly Committee Summary Reports January/February 2017:
	2. Student Life Committee
		1. For the month of February, the Student Life Committee engaged in the following activities:
		2. \*Reviewed and approved 4 student organization constitutions; and
		3. \*Met on February 21 to review Campus Outdoor Stake Sign issue. The committee recommended a slight policy change in the Student Handbook to address the issue. The recommendations was accepted by the vice president for student services.
	3. Faculty Development Grant Committee
		1. There were ten FDG applications submitted for committee review by the September 30th deadline.
	4. Online Learning Advisory Committee Update
		1. Online Learning Advisory Committee Meeting – February 2, 2016:
			1. Discussed orientation for online students. Should online orientation be required for first-time online students?
			2. Discussed Online and Web Enhanced Interface. All OLAC members have been uploaded to the Blackboard shell to finalize review and make a recommendation.
			3. Discussed Proposal for Intellectual Property – Draft will be finalized and sent to UCA General Counsel for review before presenting to Faculty Senate. Examples of other universities are available on the OLAC community site.
			4. Discussed Blackboard Contract Renewal (expires in 2020). Should we look at all options but not necessarily changing? Blackboard faculty satisfaction survey would be a starting point.
	5. Health and Wellness Committee
		1. Update provided at Senate 2/23/17
	6. Academic Adjustment and Appeals
		1. The Academic Adjustment and Appeals Committee met February 20, 2017 and reviewed six appeals.
		2. Committee Members Present: Nolan Carter, Veda Charlton, Sophie Dix, Janet Filer, Doug Isanhart, Phillip Spivey, and Becky Rasnick
		3. The next meeting will be March 27, 2017 at 12:30 pm. Appeals are due to the Registrar by 4:30 March 23.
	7. Athletic Committee
		1. Natalie Shock presented new rules adopted in 2016 for committee review
		2. Natalie Shock discussed compliance, official visit forms, unofficial visit forms, countable athletic related activity (CARA) forms (log-in practice times-weekly), social media policy, UCA drugs policy, code of honor
		3. Dr. Teague presented information on student athlete diversity break down.
		4. Dr. Teague presented information of number of student athlete scholarships
		5. Dr. Teague presented information of proposed budget. Extensive conversation followed.
3. Faculty announcements and concerns
	1. Constituent concern about wellness program:

"Rigorous studies by researchers not tied to the $8 billion wellness industry have shown that the programs improve employee health little if at all.  An industry group recently concluded that they save so little on medical costs that, on average, the programs [lose money](http://insurancethoughtleadership.com/wellness-war-wellness-lost/)."

[**http://www.businessinsider.com/house-gop-employers-demand-workers-genetic-test-results-2017-3**](http://www.businessinsider.com/house-gop-employers-demand-workers-genetic-test-results-2017-3)

* 1. Recently, UCA IT updated faculty computers with new software and revoked faculty administrative privileges concerning the use of computer diagnostic programs. The changes that were made are causing problems with older laptop computers:
		1. 1. Slower computer start-up time (5 to 8 minute reboot).
		2. 2. Software crashes.
		3. 3. Constant updating of computer systems, via IT, are causing computers to become sluggish.
		4. IT needs to correct these problems with consideration for faculty who have older UCA-issued laptops, ex. IBM ThinkPad T520.
	2. The event, “A Witness to History: An Evening with Holocaust Survivor Susan Warsinger,” was held in the UCA Student Center Ballroom on Monday, March 6 at 7:00 PM. This is the tenth consecutive year UCA has co-sponsored speaking engagements with The United States Holocaust Memorial Museum to bring a Holocaust Survivor/Speaker to the Central Arkansas area. All events have been open to the public and free of charge. On average, the attendance for these events has been 500 to 600 people. Only 150 people attended this year’s program.

When UCA Public Relations and Marketing addressed Faculty Senate in fall 2016 and emphasized that faculty-coordinated public programs would be sufficiently publicized, we trusted that publicity for our events would be taken care of. Notification of this event was sent a month in advance, via the online news submission form to UCA Public Relations and Marketing. Sadly, there was very little publicity in the local media outlets and around campus.

In years past, we bypassed UCA Public Relations and did our own publicity (flyers, Admin-L notifications, and press releases to local area news outlets) with excellent results. Many of those who attended this year’s event asked why there was very little advertising and media coverage.

For future UCA-sponsored public programs, we will no longer rely on UCA Public Relations and Marketing for promotion and advertising. UCA faculty should be active in publicizing their own events without expecting assistance from UCA Public Relations and Marketing until necessary changes are made.

* 1. Our system for allotting travel money to faculty is not systematic and penalizes faculty who wish to travel towards the end of the fiscal year. Besides the paltry sums which indicates from administration that presenting at conferences, particularly international travel for conferences, is not valued as the money available for one single conference rarely covers the cost and often requires the faculty member to spend hundreds of dollars more. Travel money should reflect the current costs of airline tickets and conference registrations, which has climbed more than 100% in many cases. Money needs to be divided so that travelers in March, April, May and June, who often do not get acceptances until mid-spring semester, can receive their fair share.
	2. Senator Isom: constituents happy with holding on be-well program will send summary to Senator Eskola
	3. Senator Dilday: when was school of communication equated to other depts.?
		1. Provost Runge: done when realignment completed
1. Adjournment