**UCA Faculty Senate**

**January 28th, 2016**

**Wingo 315, 12:45 pm**

**Minutes**

**Attendance:**

**College of Business:** Doug Isanhart (2016), Doug Voss (2017), Kaye McKinzie (2018)

**College of Education:** Jud Copeland (2016), Kevin Stoltz (2017), Nancy P. Gallavan (2018)

**College of Fine Arts and Communication:** Jane Dahlenburg (2016), Larry Dilday - (2017), Polly Walter (2018)

**College of Health and Behavioral Sciences:** Duston Morris (2016), Steve Forbush (2017), Denise Demers (2018)

**College of Liberal Arts:** Chris Craun (2016), John Parrack (2017), Taine Duncan (2018)

**College of Natural Science and Mathematics:** Ben Rowley (2016), Lori Isom (2017), Rahul Mehta (2018)

**At Large Senators:** Kim Eskola (2016), Amber Wilson (2016), Lisa Christman (2017),

Lisa Ray (2017), Phillip Spivey (2018), Julia Winden-Fey (2018)

**Part-Time Senator:** Josh Markham (2016)

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

**INFORMATION ITEMS:**

1. President Rowley reiterated that all constituent concerns should be anonymous and e-mails or conversations should be kept private.
2. **President Courtway report** – nothing to report. Visiting with execs tomorrow and will visit with them about concurrent enrollment. Will keep faculty posted on the meetings with Conway High School. Committee did great work and now President Courtway will decide to move forward or not. There is one more thing that has to be decided.
   1. Senator Voss – How will the new money for the transportation department impact money for higher education?
      1. President Courtway – It is concerning because it will put other public services at risk. K12 is not at risk due to constitution. When general revenue funding is given to another public entity, it is a concern. The first year should not impact us at all, however, in future years, the money going into highways may effect money to higher education.
   2. Senator Demers – Kudos to UCA Downtown
   3. Senator Gallavan – thanks for your words at the MLK celebration
3. **Provost Runge Report – See handout on Faculty Senate webpage**
   1. Additions to Provost Runge’s notes – Provost Runge has been asked to serve on ADHE task force on concurrent credits.
   2. Webinar on copyright rules for on-line course materials.
   3. Questions
      1. Senator Winden-Fey – Metova – Is it removing a faculty presence in that area?
         1. Provost Runge – That is a separate issue and not the same as their plans to lease space in Bear Hall. To clarify what Senator Winden-Fey is referring to is in the EPIC College, the Resident Master is going back to full time faculty so there are talks about a person from Metova serving as a resident master.
      2. Senator Duncan – Will the director of assessment assist with non-academic assessment?
         1. Provost Runge – The Director of Assessment will help with non-academic assessment but will not be responsible for the assessment.
      3. Senator Dilday – Does UCA on-line fall under Academic Affairs?
         1. Provost Runge – yes
      4. Senator Parrack – Faculty Salary proposal update
         1. FS President Rowley – Presidents from Staff Senate, Faculty Senate, SGA and President Courtway – discussed earlier this week but no feedback at this time.
      5. Senator Copeland – Developed a course on current issues in export control if the group needs any suggestions.
4. **Invited Guest – Don Bradley, Changes to Ch. 7 of Faculty Handbook (Committees)**
   1. See links on Faculty Senate webpage
   2. Read the revisions carefully before the next Faculty Senate meeting
   3. Senator Craun – clarification on process for accepting sections in the handbook
   4. Senator Wilson – Execs wanted to bring forward in smaller segments so that we can review them without having to review several sections at a time.
5. **Invited Guest – Assoc. VP for Communications , Christina Madsen (to keep faculty informed of ongoing PR/advertising efforts)**
   1. See link on web page
   2. Want students to create videos about UCA life.
      1. Submit videos to [studentvideos@uca.edu](mailto:studentvideos@uca.edu) by February 12
      2. Video with phone in horizontal position
   3. Senator Morris – Advertising efforts of the consulting firm for UCA?
      1. Madsen – Yes firm has suggested commercials and theater ads.
   4. Senator Walter – Have you given this to channel 6 and the Echo?
      1. Madsen – we have not because it can be somewhat confusing so she has gone to Faculty Senate, Staff Senate and SGA.
6. **Dr. Nancy Reese – Strategic Planning**
   1. Forums coming up the week of February 8th. Faculty, staff and students have received e-mails about the forums. We will also have an electronic format for people to make suggestions on the strategic plan.
   2. Strategic Plan is located on the Faculty Senate webpage under the January 28th minutes.
7. **Invited Guest – VP-IST, Chris Davis and Warren Readnour** 
   1. January 1st became self-insured which put us at more strict HIPPA laws. The changes that the IT department had to make had to be made by January 1. Contacted Google and had to come into a business associate agreement with them. As a result, they sent a wide net for anyone who was in a health related field who it may consult with patients/clients and have personal health information.
      1. IT restricted Google plus, YouTube, blogger and you could not use auto forward e-mail as a result.
      2. Since then, they had clarification and was able to release a lot of faculty from the restrictions. They reached out to department heads to see who has HIPPA information.
   2. Senator McKinzie – Is YouTube still restricted? UCA on-line? Have we developed a way for those restricted to still upload YouTube videos?
      1. Dr. Davis – If you have a departmental website then someone else can host the videos but if you are restricted due to HIPPA, you will not be able to use YouTube on your Google site.
      2. Attorney Readnour – if department head says that a faculty member does not have HIPPA then the restrictions are taken off of the faculty member’s account.
   3. Senator Ray – What is the reason you cannot e-mail more than 100 people?
      1. Dr. Davis – that is a google restriction due to SPAM and does not have to do with HIPPA.
8. **Invited Guest – Dean Terry Wright, CFAC** 
   1. Provided background and rational for the realignment.
      1. Why? Put arts with arts and comms with comms. Develop “schools” within the college.
         1. Equity adjustments are done by departments – Communication professions usually make more than fine arts. This made it hard to determine equity.
         2. Students – student electives may increase but also be more common within a department. More attractive option for students
         3. Community – impossible for faculty to get a sense of community. Long term plan is to get communications in one building so they have more community. Same for fine arts where they may just be one building away.
         4. Mid-term review – At the college level, you may have that member of your mid-tenure review that is different and has different ideas about such things as scholarly activities. In mixed departments, it does not gel at the departmental level. Same is true for assessments.
         5. Interdisciplinary activity
         6. Spent several months in meetings, talking with faculty in groups and one-on-one trying to get input so everyone had the opportunity for input.
      2. Questions
         1. Senator Duncan – Discrepancy between size of the two departments? Why is one significantly larger than the other and how may it impact?
            1. By the nature of the realignment, the arts department will be smaller but that is also because Art and Music are their own department.
            2. Comms will be larger but no larger than music or biology.
            3. It should raise the profile of the Comms department as well because of making a larger department.
         2. Senator Forbush – What are the numbers (faculty) of the Arts department?
            1. Dean Wright – around 18
         3. Senator Dilday – In composition writing, GA teaching sections who are primarily in the creative writing and now they are being moved. What will happen to those teaching loads?
            1. Dean Wright - Created a task force to look at these issues. He thinks they can work it out where they still can teach.
         4. Senator Craun – Inequity of funding on the college level. Discipline like fine arts with small student groups. Is there something in place to ensure that the inequity will be addressed? What steps are in place to ensure that the arts will have the budget and funds for equity?
            1. Provost Runge – we don’t have a model in place yet but we are working on it. Historically the base budgets do not change. The base budgets do move with the departments.
         5. Senator Walter – What about the smaller departments who had prestige in their discipline are now in this mega department. Is there any problem with losing some of that prestige?
            1. Dean Wright – You are only as good as your program. Your program will attract people. The program is as independent in the “mega” department as it has been in the past.
         6. Dean Wright – addressed the problem with why this did not work out in the past. The reason, he feels, was because people could not get along. Dean Wright believes this progressive realignment is in the best interest of the college and departments
         7. Senator Duncan – Was this realignment made based on internal needs of the college or more the overall university plan?
            1. Dean Wright – The decision was made internally
         8. Dr. Burley – Concerned about the mega department. Would it address the issues and help with faculty morale if the communications stayed two different departments?
            1. Two proposals were given to the Provost. Wright stated that the large department he was hoping would bring more recognition to that the communications department.
         9. Senator Craun – What do you see is the desired success in 5-10 years?
            1. Dean Wright – growth in the departments
9. **FS President Rowley Report - see attached documents on Faculty Senate webpage**
10. **Secretary/Treasurer Report, Senator Kim Eskola**
    1. Faculty Senate funds = $5,664.00 ($1,000 to the Veteran’s Fund) Beginning balance was $6,664.00
    2. Rollover funds = Beginning Balance was $49,000 ($22,000 for chairs; $12,000 picnic tables; $15,000 new funds this academic year). Current balance = $28,909.
11. **Report on ergonomic chair project** – Secretary/Treasurer, Senator Kim Eskola
    1. $20,068.00 spent out of the $22,000 allotted
    2. Approximately 170 chairs to Faculty
12. **Report on picnic tables project – Senator Kevin Stoltz**
    1. Enough funding for 2 sites
    2. Proposal has been given to the faculty senate execs and is on the Faculty Senate webpage under the minute’s section.
13. **Report/Update – Faculty Affairs I**
    1. Senator Jud Copeland, chair
    2. *Senate Faculty Affairs I meeting with Provost Runge on Friday, January 22, 2016 was canceled due to weather conditions and UCA campus being closed. A meeting will be rescheduled with the Provost. As noted, Faculty Affairs I is conducting a Faculty Teaching Load Analysis. Faculty Affairs I is reviewing the two documents put forward by Provost Runge during the September 24, 2015 Faculty Senate meeting in order to determine what questions we have concerning these documents, formalize those questions, and seek answers. The group will also check methodology and determine how often/when the analysis should be performed in the future. Again, we are only advisory - but we will use the findings of the subcommittee to draft a resolution later this academic year with the Faculty Senate's stance on those matters.*
14. **Report/Update – Faculty Affairs II**
    1. No report – subcommittee is meeting in mid-February to finalize findings and formalize report for the Senate
15. **Report/Update – Academic Affairs**
    1. No report – pending action from President Courtway and the Board of Trustees at this time

**ACTION ITEMS:**

1. Consideration of the minutes from the January 12th 2015 Faculty Senate meeting
   1. Senator Ray moved
   2. Senator Copeland second
   3. Provost Runge – one change in regards to concurrent enrollment. He had stated that concurrent students would pay tuition without the extra fees rather than with.
   4. Change was made
   5. Motion passed
2. **Motion on release time for Faculty Senate Vice President (Senator McKinzie)**
   1. Proposal is on the Faculty Senate webpage
   2. Senator McKinzie moved
   3. Senator Wilson second
   4. Senator Christman – Where will this money come from?
      1. Provost Runge - Provost office
   5. Senator Copeland – It would be up to the VP as to take it in the fall or spring?
   6. Senator Walter – Has this ever been brought forth before?
   7. Senator Eskola- It has never been formally brought forward but the Faculty Senate does have a budget that usually is not used each year.
   8. Motion passed

**CLOSING ITEMS:**

1. Faculty announcements and concerns
   1. *I see that the Senate has an opportunity to discuss CFAC's realignment on Thursday, and I would like to suggest a couple of considerations that you guys could bring up as concerns.*

*My first concern is the bigger picture this realignment seems to suggest.  CFAC seems to be creating three departments that are clearly Fine Arts and one mega-department of the "communications" areas--public relations, speech, journalism, composition, professional writing and writing.  This move suggests that CFAC is a designation of convenience rather than an entity comprising a group of departments that are distinct from the other colleges.  Communication and fine art?  Pulling creative writing out of writing and putting it in with film and theatre is an indication that communication and fine art does not live happily together.  Why not consider putting the communications areas into a more appropriate college, one more aligned with their mission and goals?  That suggests Liberal Arts.*

*My second concern is the concept of the mega-department, which begs the question of what is the purpose of a department?  Departments at UCA are governmental structures with the freedom to create rules and procedures for faculty and students within the guidelines of the college and university.  This means that departments have different structures, different budgets, different ways of spending money, different requirements for students and any number of other concerns of faculty and students. One only need look at the literature to see that the department structure really matters in faculty and student satisfaction as well as in the creation of the kind of learning environment of students.  Nothing in the literature suggests that large departments (over 50 faculty) positively affect student learning or faculty and student satisfaction.  Why are we creating one when we know there's no benefit to students or faculty?  Perhaps the benefit is all administrative?*

*My third concern is that this has been done before at UCA and has yet to succeed.  The Department of Writing and Speech was such a disaster that it only lasted five years.  It only made it that long because of the time it took to separate the two back out.  Why does anyone think it's going to work better this time?  Somehow adding Journalism to the mix is going to help?  Talk to the folks who were here when the Liberal Arts combined Geography, Political Science, and Sociology, affectionately known as GPSS (pronounced G-PISS).  They not only eventually had to separate back out but Geography moved out of the college.  Did anyone learn some lessons from this?  What is being done differently to assure that the same mistakes are not being made?  Has anyone even looked at what the problems were that caused the splits and tried to figure out how to avoid the same disastrous results?*

*And really, what's to prevent some other disciplines being dumped together?  Why isn't biology and chemistry one department?  Aren't they as related to each other as public relations and professional writing?*

*I would like someone to explain explicitly the benefits to students and faculty of creating a department that will have more than 50 faculty at any given time pulled from distinct disciplines tangentially related by an idea of "communication."*

* 1. Another concern about the CFAC realignment can be found on the FS webpage
  2. Senator Stoltz – Concerned with the lack of communication in the technology outages last week.
  3. Senator Walter – Would like to see discussions and maybe a proposal concerning the issue of changing visiting lines to permanent faculty lines.
  4. Senator Craun – Some faculty/staff who had surgeries or procedures schedules for the end of last year were rescheduled (by the insurance companies???)to the beginning of this year when we went to self-insured and it was “on our dime”.
  5. Senator Winden-Fey – Is there a change in how the pay checks are being deposited? There needs to be communication.
     1. Staff Senate President Stanton – HR said that we are not supposed to get paid before the 15th and the end of the month (maybe a legal issue). It was an issue in Banner but they have corrected it. You should get paid on the 15th and the last day of the month unless holiday or weekend.
  6. Senator Ray – Are we still planning on having the option to go from being paid nine month to 12 month pay checks.
     1. Provost Runge – Yes and he has asked HR for an update.
  7. Senator Eskola – Can you get clarification on the logistics on switching from 9 to 12 month pay periods? How it will affect taxes, insurance, etc.
  8. Senator McKinzie – Faculty asked that the new picnic benches have identification markers of weight limits so that patrons will know before using. Senator McKinzie is also looking at the potential of ergonomic desk.
  9. Provost Runge – Get your flu shot.

1. Adjournment at 2:29 pm.