**Minutes**

**UCA Faculty Senate**

**February 25th, 2016**

**Wingo 315, 12:45 pm**

***\*Senators – please note that there is a memorial service for Charlotte Fant during X-period on 2/25/16. We will be attempting to keep this meeting short in order to allow our faculty and Senators who wish to do so the chance to attend that memorial. This is also why we will delay having Dr. Bill Bandy in to answer questions as head of the Athletics Committee until our 3/8/16 meeting – Bill is also a member of Charlotte’s Department.***

***Please be considerate of this time issue and forward any items/concerns electronically if at all possible to help us keep this particular meeting short. Thank you.\****

**Attendance:**

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

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

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

**College of Health and Behavioral Sciences:** Duston Morris (2016), Steve Forbush (2017), Denise Demers-aa (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-aa (2017), Phillip Spivey (2018), Julia Winden-Fey (2018)

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

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

**INFORMATION ITEMS:**

1. President Courtway Report –President Courtway was unable to attend due to the memorial for Charlotte Fant
2. Provost Runge Report – See report on webpage.
   1. Questions for Provost Runge
      1. Senator Morris – Had questions about the process for faculty to move from paychecks being over 9 months to 12 months.
      2. Provost Runge – HR will send information to all faculty around August. It will not start until the August 31st paycheck.
      3. Senator Parrack – Referring to item 10 on the Provost report. Will new faculty be required to attend orientation before the August 15 contract date?
      4. Provost Runge was unable to answer the question at this meeting because he did not have the academic calendar with him but will check into when new faculty orientation will be held.
      5. Senator Duncan – Will programs that do not have departments have to do 2 year scheduling?
      6. Provost Runge– Yes they will need to do 2 year scheduling as well.
      7. Senator Dilday – Do we know about visiting lectures and professors renewing contracts for next year?
      8. Provost Runge – Received data today and will have more for future meetings.
      9. Senator Duncan – How can departments request to complete advising/ graduation applications?
      10. Provost Runge – Departments will need to request that they complete the graduation applications through their dean, academic advising and his office.
      11. Senator Christman – Expressed frustration with the withdrawal process. When a student withdraws during the WP/WF period, faculty are asked by multiple departments when the last day of attendance was. Is there a way that this can be made electronic or if one person can put the hard copy form into the system so others can see the last day of attendance.
      12. Provost Runge– Once we do review, we may go to an on-line system
3. Campus Climate/Enrichment Survey – Dr. Darshon Anderson
   1. Open Feb. 18th to March 18th – encourage faculty, staff and students to complete the survey. Reminder e-mails will go out next week.
   2. Can be connected to the Diversity Strategic Plan if college/department would like.
   3. Senator Dilday – survey is link to that particular person which has been a problem. He has had some faculty concerned about the survey information being linked back to individuals.
   4. Faculty Senate President Rowley – While it is link to individuals, it is not housed at UCA.
   5. Dr. Anderson – reports will only be at an aggregate level. There department will not see any raw data.
4. Faculty Senate President Rowley Report
   1. Material will be back to FS from Faculty Handbook at the next meeting
   2. Update on presidential search which will be further discussed as an action item. The Faculty Senate can put forth five names to the chair of the UCA president search committee. The search chair will then decide who will serve on the search committee from the faculty.
5. Report/Update – Faculty Affairs I
   1. Chair Jud Copeland – See report on FS webpage
6. Report/Update – Faculty Affairs II
   1. Chair Nancy P. Gallavan – Report at the March 8, 2016 meeting
7. Report/Update – Academic Affairs
   1. Chair Julia Winden-Fey
   2. Concluded for the semester. No report.

**ACTION ITEMS:**

1. Consideration of the minutes from the February 9th 2016 Faculty Senate meeting
   1. Senator Copeland moved to approve the minutes
   2. Senator Wilson second
   3. Minutes were approved.
2. Presidential search – Faculty representative
   1. Three possible options as outlined by FS President Rowley.
      1. Wait until the March 8th FS meeting to bring a list of nominees forward and vote on five nominees to put forward to the chair of the search committee.
      2. Hold a special meeting the week of February 29th to vote on nominees
      3. Vote to have FS exec gather nominations and bring forward five nominees.
      4. NOTE: The first two options would be past the deadline according to Board Policy 202 that request nominations be two weeks after search is announced which would make the deadline for submitting nominations Friday, February 25th. Due to the timing of the last senate meeting and the announcement, this was the first meeting to discuss this issue.
   2. Senator Winden-Fey – What is the difference between option 2 and 3 since we are out of Board Policy compliance on both?
   3. Senator Parrack – Would there be any repercussions if we wait?
   4. UCA Attorney Warren Readour – Mr. Reynolds (chair of search committee) will need some amount of time to look at names and put a nominee forward. He deferred to Kelley Erstine, UCA Chief of Staff, to answer if there would be any repercussions.
   5. Kelley Erstine assured the Faculty Senate that he would do everything in his power to advocate for us to make sure there were no repercussions for waiting to submit the nominations since they wanted to ensure that the process was done correctly.
   6. Senator Morris – If we have numerous nominations, what is the procedure for voting?
   7. FS President Rowley – We would vote on paper for the top five
   8. Senator Dahlenburg – Do we have a job description for members of the search committee? What are the time requirements?
   9. Attorney Readour – Not sure how many meetings. Board Policy 202 sets out the job description.
   10. Provost Runge – Will the on-line nomination system tell you how many times someone is nominated?
   11. Attorney Readour – The web site was more for the nomination of community members.
   12. Senator McKinzie- Summarized the procedures for the different options. If we choose option one then no action has to be taken. We will need a motion for options two or three.
   13. Senator Parrack – Since we are already not compliant with the board policy, we should wait until March 8 so that we can have all senators attending.
   14. Senator Duncan – How long did SGA and Staff Senate have to make their decision?
   15. FS President Rowley – They have the same amount of time.
   16. Senator Dilday – How do we nominate individuals?
   17. Senator McKinzie – We can ask the representative from staff senate to explain how they nominated individuals from UCA staff.
   18. Staff representative, Jennifer Boudreaux, attended the FS meeting and stated that the Staff Senate President talked with several staff members and selected five nominees.
   19. Senator Craun – Stated that he supports waiting until the next meeting, however, there are possible consequences.
   20. Senator Gallavan – advocated to hold the emergency meeting.
   21. Senator Gallavan - Made the motion to have an emergency meeting next week 12:45 pm on Tuesday, March 1st.
   22. Senator Eskola second
   23. Senator McKinzie asked for a division of the house (show of hands)
   24. Motion failed
   25. FS President Rowley will send an e-mail to all faculty requesting nominations and Faculty Senate will vote for five nominees at the March 8th meeting.
3. Appointments to the Health and Wellness Committee – Senator McKinzie
   1. Senator McKinzie - Motion of additions of faculty to the Health and Wellness committee. See documents on webpage.
   2. Senator Wilson second
   3. Motion passed
4. Resolution from Faculty Affairs I – Senator Copeland –
   1. Moved to the March 8th meeting due to the memorial.

**CLOSING ITEMS:**

1. Faculty announcements and concerns
   1. Faculty were asked to e-mail constituent announcements and/or concerns. The following was e-mailed to FS Secretary.
   2. Relay For Life announcement – challenge faculty to participate and/or donate.
   3. <http://main.acsevents.org/site/TR/RelayForLife/RFLCY16MS?pg=entry&fr_id=71477>
      1. Friday, April 15th from 6:00 pm to 2:00 am at Alumni Circle
      2. You can come and go during that time. You do not have to stay the entire time.
      3. To donate, click on the link and click donate. It will give you the opportunity to join and/or donate.
      4. Please spread the word to colleagues
   4. Constituent concern from CFAC
      1. *Constituents from the CFAC have two specific concerns that emerged from the UCA Faculty Senate meeting attended by Dean Wright.*

*First, the majority of the writing faculty are not in favor of merging writing, speech, and journalism.  While we were asked what we thought of this idea, our concerns did not appear to be heard.  We now have a faculty task force tasked with figuring out how to make "everything" work (the writing major isn't represented on the task force).*

*Second, according to the UCA Faculty Handbook, there are some positions that do not require faculty input (for instance, the position of Dean).  We have a new chair of our new (writing, speech, and journalism) department.  Faculty had no input on this decision.  Our Faculty Handbook does not make reference to the hiring of chairs, but the AAUP does in their document "Statement on Government of Colleges and Universities."  The relevant paragraph is below:*

*The chair or head of a department, who serves as the chief representative of the department within an institution, should be selected either by departmental election or by appointment following consultation with members of the department and of related departments; appointments should normally be in conformity with department members’ judgment. The chair or department head should not have tenure in office; tenure as a faculty member is a matter of separate right. The chair or head should serve for a stated term but without prejudice to reelection or to reappointment by procedures that involve appropriate faculty consultation. Board, administration, and faculty should all bear in mind that the department chair or head has a special obligation to build a department strong in scholarship and teaching capacity.*

*​You can read the full statement at*[*http://www.aaup.org/report/statement-government-colleges-and-universities*](http://www.aaup.org/report/statement-government-colleges-and-universities)*.*  ​

1. **Adjournment** 
   1. Meeting adjourned at 1:30 pm so Faculty Senate members could attend the memorial service in Doyne Health Science Center for Charlotte Fant, Pre-PT advisor.
   2. Faculty Senate would like to extend their deepest sympathies to the faculty, staff and students of the Physical Therapy and pre-Physical Therapy department. Charlotte Fant was an asset to their department, the College of Health and Behavioral Sciences and to the university for many years. She will be deeply missed.