**Minutes**

**UCA Faculty Senate**

**April 12th, 2016**

**Wingo 315, 12:45 pm**

**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-aa (2018)

**College of Fine Arts and Communication:** Jane Dahlenburg (2016), Larry Dilday – aa (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-a (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-a (2016)

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

**INFORMATION ITEMS:**

1. **Report from President Courtway**
   1. Thanked the senators who are rolling off of the Faculty Senate and to Faculty Senate President Rowley.
   2. Next six weeks in AR are going to be interesting in the state. May 13th is next board meeting to address proposed tuition increase and budget. Legislation will determine direction of AR Works which will affect higher education. If AR Works does not pass, higher education will be cut from state budget. May be around 1.8 million. This may result in a much higher tuition increase.
   3. Questions: Senator Copland – Can the board set a new meeting date based on when the legislators make a decision?
      1. President Courtway– we can but we would like to maintain the current date. Based on decision, we may need to move the date of the meeting or meet again.
   4. Senator Parrack – Is the 1% COLA the new normal?
      1. President Courtway - It is not the new normal but it is more of a function of the fiscal situation that we are in. The state budget for higher education has been flat for 8 years for UCA.
      2. Senator Craun – Do you think this will impact the search for your replacement?
      3. President Courtway - No. We are much better off than many states.
2. **Report from Provost Runge**
   1. See handout on FS webpage
   2. Changing admissions standards again
   3. Articulation with ASU/NYIT Osteopathic Medicine – this is nothing that is new, we have agreements with different medical, dental, and other health related schools.
   4. Arkansas Research Center – tremendous resource for the state.
   5. Faculty Load Analysis
      1. Understanding that we would continue to share that data but was confused about the statements about disconnect when we have had meetings with the committee. Wondering where the disconnect has been so that the reports would be accurate
         1. Senator Copeland, chair of Faculty Affairs I – complicated issue – just didn’t want to lose the work that was put into it by the committee. The issue was would it be an ad hoc committee or a standing committee moving forward. The Faculty Affairs I committee strongly believe it should be a standing committee.
         2. IR put 2-2.5 years of work into this. We had feedback from dept. chairs to give that information to FS. There is no intent to drop that at all. In terms of the reporting and resolution that was passed, it will be nearly impossible to generate a full report every semester. IR with the task force or committee can give a semester by semester but not the full report.
         3. Senator Duncan – the committee would give a report to the FS.
         4. Provost Runge – hard to get accurate information is the reason that it takes a while to compile this information. Many challenges to compile this data from the chairs. Loads are highly variable based on undergraduate or graduate classes. It would change each semester. It is going to be really hard without a central location to contact those chairs to get the information and compile it for a report. Two things came from the IR report: the FA I looked at the loads to report and 2) it brought light to the variations of reassign time.
   6. PhD in Leadership Studies – request for additional faculty for the program. It will be a request to reassign a position to this program.
   7. $2600 or 6% will be discussed for overload. Everyone will need to agree that everyone needs to be compensated, however, we also need to make sure equipment/technology is updated so in order to do one the other may have to be sacrificed some.
   8. They are also starting with all new faculty to give departments a startup amount of $1500 to spend for computers, furniture, etc. for new faculty.
      * 1. Senator Morris – when does it start?
        2. Provost Runge - It has started already for the fall 2016
   9. Criteria for Tenure/Promotion/Advancement applications
      * 1. See document on FS webpage
        2. Provost Runge does not want to specify to departments what needs to be in the criteria for advancement and promotion. This has always been left to the departments.
        3. Senator Duncan – The other bullet point is up to the faculty’s discretion?
           1. Provost Runge– that is correct
        4. Senator Morris – Does all of the copies of teaching evaluations fit in a 2-inch binder?
           1. Provost Runge – yes it does.
   10. Tomorrow (April 13, 2016) at 9am is the UCA Online meeting. We will be discussing the objectives for UCA Online.
3. Leigh Ann Denhartog, Director of Academic Advising – spoke about summer registration with Freshmen. Inviting faculty to come and shadow advisors to see some of the questions and understand incoming freshmen. Encouraged that it could just be two hours of your summer to see how the advisor prepares freshmen in the summer. If you want to do it just e-mail Leigh Ann Denhartog.
4. Liz DiPrince, Chair of the Faculty Salary Review Committee (to answer any Senator questions on the yearly FSRC report, distributed previously but redistributed with this meeting’s materials along with an addendum)
   1. No questions for chair
5. Assoc. Provost Jonathan Glenn, Student Success and Retention Council Chair (to answer any Senator questions on the SSRC report, distributed with this meeting’s materials)
   1. Senator Copeland – HLC – determine what higher learning faculty definition.
      1. UCA has been and continues to be in compliance with HLC with faculty. He does not see any impact at all unless there is some additional clarification that is stated in the handbook.
   2. Senator Craun – correlation with data collected and the Arkansas research center. Provide us a view beyond graduation.
      1. Provost Runge – that is the one weakness that UCA has is looking past the 5-year graduation mark on employment.
6. Richard Hammond, HPER Center Director – Board Policy 647
   1. See corrections to board policy on the FS webpage
   2. Membership information for the HPER Center
   3. Senator Forbush – page 1 – suggest take the total out
   4. Senator Winden-Fey – Question the waiver needed for under 18 year of age when they are students at UCA.
      1. Richard Hammond explained that it was for liability reasons.
   5. Senator Copeland – page 1 – Faculty/Staff – stipulation of a retiree – is there a number of years in retirement?
   6. Senator Christman – Curious why children under 18 cannot come and use the pool with a parent. People are also renting the facility but it is not stated in this policy.
      1. Hammond - The rental fee is in a different policy.
      2. If there is interest in the under 18, please give Richard feedback.
      3. Senator Craun and Senator Morris verbally passed their interest to have this policy reviewed.
      4. Provost Runge explained that has been debated extensively in executive staff. The overriding concern is the student use and interfering with student use.
7. Update on Relay for Life – Senators Morris, Senator Walter, Senator Eskola
   1. We are 77% toward our fundraising goal. Need more donations and more volunteers.
8. **Report from Faculty Senate President Rowley**
   1. PhD leadership concerns have been addressed with appropriate individuals
   2. 9 month to 12 month pay is still a go but working out the logistics
      1. It will be an opt in for faculty in August. The issues have had to do with sabbatical leave.
   3. See report on webpage
9. Report/Update – Faculty Affairs I
   1. Senator Copeland – Wanted to thank the Provost and committee members for their hard work.
10. Report/Update – Faculty Affairs II – No report
11. Report/Update – Academic Affairs
    1. Senator Winden-Fey – Referred to a column in the local newspaper about Conway students working for an AA degree but did not mention UCA in the article.

**ACTION ITEMS:**

1. Consideration of the minutes from the March 8th 2016 Faculty Senate meeting
   1. Senator Copeland moved
   2. Senator Morris second
   3. Amended the Chapter 7 numbering on the minutes to reflect Faculty Handbook
   4. Motion passed
2. Approval of name for member of Distance Education Committee (Senator McKinzie)
   1. Two more slots to fill for the Distance Education Committee
      1. Senator McKinzie moved to put Stacey Harris on that committee
      2. Senator Morris second
      3. Motion passed
3. Resolution on remaining Coca-Cola contract gratis drinks from this year (Senator Christman)
   1. Cases of soft drinks that do expire. Donate to the Faculty/Staff picnic
   2. Motion from Senator Christman
   3. Second from Senator McKinzie
4. Handbook Committee revised items for approval
   1. Senator Mackenzie moves to approve chapter 2
   2. Senator Wilson second
      1. Senator Parrack – Page 7 in the handbook. Why does this need to be in the handbook? The date of July 15th is problematic. We need to make things less specific so that we do not have to go to the board.
      2. Senator Craun moved to strike the date on page 7.
      3. Senator Forbush second
      4. Vote on chapter 2 with friendly amendment.
   3. Motion passes for approval chapter 2
   4. Senator McKinzie move to approve chapter 3
   5. Senator Eskola second
      1. Senator Parrack – page 35 – clarification of the make-up of the committee for the Advancement Appeals Committee. Could it be explained how the committee was determined.
      2. Senator McKinzie explained that there was a committee in chapter 7 but was not in chapter 3. Parallels the tenure and promotion appeals section in Chapter 3 so it was removed from chapter 7 and placed in chapter 3.
      3. Senator Forbush – Not sure how you can define them being in different colleges without defining which of the colleges. Not sure what clarification is needed.
      4. Senator Parrack – he just does not feel that this is the best language
      5. Provost Runge – read language on page 33, it does parallel that language. That also needs to be cleaned up as well next year as that has changed.
      6. FS President Rowley – we can revisit this in the handbook committee this next year.
      7. Motion passes for approval of chapter 3
   6. Senator McKinzie moved to approve chapter 4
   7. Senator Wilson second
   8. Motion passed to approve chapter 4
   9. Senator McKinzie moved to approve chapter 7
   10. Senator Christman second
   11. Senator Parrack moved to divide the question to approve chapter 7 but pull out the study abroad section
   12. Senator Ray second
   13. Motion passed
   14. Discussion on Study Abroad Advisory Committee
       1. See handout on FS webpage
       2. Senator McKinzie – ten faculty members on this committee.
       3. Senator Wilson – To parallel other committees, it was requested that an unaffiliated committee member on the committee. The case was made that Honors do have a large number of students who study abroad. Unaffiliated faculty do not teach a credit hour class so they would not be actively engage in study abroad unless they paired with another member. They really felt that the unaffiliated faculty member would and should come from Honors.
       4. Senator Duncan – Is there a way in which we can include that interest or stake that Honor’s has into item D. Can we serve Honor’s interest without being on the committee?
       5. Senator Craun – It is the guarantee that the handbook states. The advisor committee seems redundant to the Study Abroad committee
       6. Provost Runge – Sometimes when students study abroad, it is not always faculty led. Think more broad rather than narrow.
5. Motion passed for the changes in the study abroad advisory committee
6. Senator McKinzie moves to divide the question for chapter 7 section 4a
7. Senator Christman second
8. Motion passed
   1. Discussion on the scholarship committee by Senator McKinzie
   2. This committee meets a lot and they discovered that faculty would not attend due to time and this would present problems with a quorum.
   3. Should we amend to include 3 faculty to the committee
9. Motion was made by Senator McKinzie to amend the committee to include 3 faculty members to the committee
10. Senator Craun second
    1. Provost commented that this committee meets 12 months, every Wednesday at 1 pm for 2-3 hours. We need the commitment.
    2. Motion passed
11. Discussion of the remainder of Chapter 7
    1. Senator Winden-Fey – question about student retention committee – the council set up changes that we approved but we sent it back to change the reporting line.
       1. Provost Runge- in anticipation of the strategic plan being approved that this puts us in line with the plan.
    2. Remainder of chapter 7 was approved.

**CLOSING ITEMS:**

1. Faculty announcements and concerns
   1. Senator Wilson thanked everyone for the time.
   2. Senator McKinzie presented President Ben Rowley with a plaque for his service.
2. Passing of the gavel from President Rowley (outgoing) to President McKinzie (incoming)
3. Adjournment