**MINUTES**

**UCA Faculty Senate**

**September 8th, 2015**

**Wingo 315, 12:45 pm**

**Attendance:**

**College of Business:** Don Bradley (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 - a (2017)

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

**College of Liberal Arts:** Chris Craun (2016), John Parrack-aa (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-a (2017), Phillip Spivey-a (2018), Julia Winden-Fey (2018)

INFORMATION ITEMS:

President Rowley call meeting to order at 12:45 pm

1. **Report from President Courtway:**

President Courtway welcomed faculty back to the semester. He asked if faculty had any questions.

**Conway Corporation Science Center and Donaghey Corridor**

Senator Morris asked about the schedule of new buildings. President Courtway commented that at this time, we are on schedule and within the budget. Conway Corporation Science Center should be completed fall 2016 and Donaghey Corridor should be completed by August 2016.

Senator Copeland asked if there will be additional crosswalks on Donaghey.

President Courtway stated the crosswalks should stay the same. Students requested to put crosswalk at the Edge but city will only put a crosswalk where there is an intersection.

Senator Copeland noted that the crosswalk at Farris Hall and Mashburn has worked well.

President Courtway commented that UCA can put a crosswalk inside the campus but when it is on a city road, the city has to approve and put it in.

Senator Craun asked about the commercial leases at the Donaghey Corridor.

President Courtway explained that the leases are still under negotiation. UCA is holding back about 2,000 sq. ft. for future leases and possibly 1,000 sq. ft. on Donaghey side for ice cream shop/fudge/candy spot. All other spots are spoken for. The hardest one to convince to come in was the grocery store/sandwich shop.

**Concurrent Enrollment**

Senator Mehta asked for the President to comment on the article about concurrent enrollment in the Echo. President Courtway stated that he has not had time to read the article yet. He commented that UCA concurrent enrollment is in the 330 range. UALR concurrent enrollment is are over 1400 and Arkansas Tech will have numbers out today. President Courtway did state the need to work with faculty and particular Conway High School on concurrent enrollment. He would like for UCA to work with CHS to resolve any issues that we have to make concurrent enrollment work for UCA and CHS. It is hard not work with them when they are a mile away from UCA. He believes they should be a part of UCA through concurrent enrollment. He also stated that the governor stated that AR schools need to do more concurrent enrollment. President Courtway looks forward to working with faculty in regards to concurrent enrollment.

Senator Bradley started to make a comment about the issue and Senator Wilson made a point of order and reminded that these were questions to the president and not comments or debate. Senator Bradley questioned about the cost/benefit for UCA and stated that this definitely needs to be part of the discussion on concurrent enrollment. President Courtway assured that this would be part of the discussion with faculty and local high schools.

Senator Craun – acknowledge that he does concurrent enrollment and wanted to know what is the pressure on the high schools to provide concurrent enrollment? Are they trying to set the terms because they are under parental pressure to provide concurrent and they know that UCA is under pressure to provide it? President Courtway responded by stating that this was strictly a guess but that the pressure from K-12 is from the parents. Perhaps due to the reduction of the cost in obtaining a degree that drives the parental pressure. He questioned if that was a good thing but stated that this would all be part of the discussions.

Senator Christman stated that during her time working with advising students that some students come in with concurrent enrollment and do not realize that they have it or how it affects what they will take at UCA. Can UCA send letters to those students and their parents to inform them that their course counts as concurrent enrollment and how that applies to their class schedules at UCA? President Courtway stated that this would be possible for those who are enrolled in concurrent with UCA to receive letters stating how their concurrent enrollment counts toward their degree plan.

**Marketing**

Senator Copeland inquired about the marketing for UCA and specifically for colleges.

President Courtway responded by informing senators that UCA did make a change this year to a new marketing firm. We are currently going through a transitional year and will be addressing issues such as rebranding, on-line marketing and marketing colleges/programs. He stated that he was pleased with the increase in graduate students which he felt was due to marketing. He stated that the marketing firm could come to a Faculty Senate meeting to make a presentation so we are informed. In regards to marketing, he stated that the Log Cabin has been asking questions and especially focusing on the one negative for UCA this year which was the decreased number of freshmen enrolled at UCA. This could be due to the higher admissions requirements. However, UCA has seen an increase in transfer students, graduate students and retention of current students.

1. **Report from Provost Runge: See link for detailed Provost Report**
2. Graduation Application Change and Deadlines – The transition will be a little rough this fall as we have compressed deadlines but will be better in the spring semester. See e-mail for deadlines.
3. Fringe Rate Change – The fringe rate for grants will be changed to the actual rate effective October 1, 2015. This is significant change for who write grants.
4. Honors College Dean Position – Dr. Rick Scott announced his intent to step back to faculty and begin phased retirement effective July 1, 2016. Search committee will be formed soon to identify his replacement.
5. Diverse Faculty hires – The University will place advertisement in the November 5, 2015 special recruitment and hiring edition of *Diverse Issues in Higher Education*. This is joint advertisement to include faculty positions across all academic colleges/units. The cost is about $6500 for a two page colored ad.
6. Faculty instructional workload – new draft in a couple of weeks to Faculty Senate
7. UCA Testing Center – Torreyson West (Testing Center) will be the new location for all DDS testing.

Senator Christman asked if an e-mail will be sent out to the campus.

Provost Runge said an e-mail will go out about the change but still working on rooms.

**Questions addressed to Provost Runge:**

Senator Dahlenburg ask that the Provost office make it clear to faculty that the application deadlines do not apply to graduate students.

Senator Voss thanked Provost Runge for the flexibility on fringe rate change. Do we know what the actual fringe rate is at this time?

Provost Runge responded that it probably will be slightly less than 20% but not sure yet. Variable based on academic year vs. summer. Diane Newton will be letting the Provost office know soon.

1. Report from President Rowley
	1. Subcommittee compositions (Academic Affairs, Faculty Affairs I and II) – charge for each group to follow at their respective 1st meetings. Committees need to inform President Rowley or Vice President McKinzie when their first meeting will be so the charge can be given to each committee.

President Rowley stated that he would like to do an update of concerns at each meeting to keep senators informed.

**Concerns on the last meeting:**

**Parking** located on Augusta Street close to the apartment complex. There are only 8 resident parking spots. The remaining spots are for faculty/staff. Senator Bradley asked who lived in the apartments. Provost Runge replied that SGA officers live in the apartments. Have scholarships that cover housing in those apartments. There were some concerns that SGA were living in “special” apartments instead of living in dorms where their constituents lived.

President Rowley will ask UCAPD to come by and talk to Senate about how to get things changed that we don’t like.

Senator Copeland – If Chief James comes to the meeting, Mashburn is also a problem due to the meter parking. Senator Wilson suggest to make a list of questions for Chief James

**Mosquito problems** in Lewis Science center were due to an accidental cutting of a sewerage line. Water was pumped out and chemicals were put in to get rid of mosquitos. Should be better in next 30 days. They did fix the sewerage lines but it will take time for it to naturally be resolved.

**Golf carts on sidewalks** – Physical plant drafted e-mail about the use of golf carts. Only drive on sidewalks as the last resort; drive slowly on sidewalks; may lose privileges if abused.

**Mandatory training** – Provost Runge knew that some were mandated by the federal government but not sure which ones. President Rowley will talk with Charlotte Strickland and Graham Gillis for more information for the next meeting.

**Strategic planning data** – defer to Tammy Rogers who will be presenting later in the meeting.

**3 and out rule** – The three and out rule is a policy which states that a visiting professor cannot continue at UCA as a visiting professor after three years of service. Faculty Senate is looking into the issue more. The Provost Office is crunching numbers and seeing the impact on the campus community.

1. Report on Faculty Senate finances from Senator Eskola, Faculty Senate Secretary/Treasurer
* Faculty Senate budget = $6,664.00.

UCA Student Help = $1,139.00

One Credit Course Release for President of FS = $3,150.00

Maintenance and Operation = $2,375.00

* The President’s office transferred an End of Year amount of $15,000.00 each to Faculty Senate, Staff Senate and SGA.
1. Update/comments on Strategic Planning Task Force progress – Dr. Tammy Rogers/Dr. Nancy Reese
* See Attachments on Faculty Senate webpage
* Below is the direct link to the SPARC page.
* [**http://my.uca.edu/tag.232f3c6e458fa6bf.render.userLayoutRootNode.uP?uP\_root=u11l1n451&padding=true**](http://my.uca.edu/tag.232f3c6e458fa6bf.render.userLayoutRootNode.uP?uP_root=u11l1n451&padding=true)
* SPARC report can be found on MyUCA under the My Resources tab.

Dr. Rogers explained the history of the work done by the Strategic Planning Committee. They started in the summer and in August had a two day retreat which resulted in the formation of three subcommittees:

1) Improving Student Success

2) Alumni Success and Continued involvement

* Looking at metrics with UCA alumni and peers around the state
* Continued alumni involvement = continuing fundraising

3) Smart Growth and External Impact

1. Texas may be only state nearby that may increase in high school graduates.
2. Numbers for freshmen in Arkansas are expected to stay flat
3. How do we increase numbers? Through graduate students, transfer students, retention.
4. Do we need to grow? This was discussed as well during the retreat

The consultants simply took data that the UCA committee gave them about UCA, peer institutions and aspirant institutions. The consultants compiled the data and presented it to UCA faculty.

The committee sent surveys are out to most of constituents. Faculty, staff, students (all three, UD, GD, alumni). They encouraged everyone to complete the survey about strategic planning.

An additional survey may be sent out again to employers who employ UCA students. May ask specific areas to assist in getting response rates to surveys.

Senator Craun inquired if it was employers in the state? Region? Nation?

Dr. Rogers responded that it would be sent to employers who have hired UCA students. The committee has contacted chairs and deans of colleges as well as career services to help identify employers.

Senator Craun asked if these were just the Initial hires. Are we looking at 10 years down the line? Concern about burn out/ success rates in certain fields.

Dr. Rogers responded that we are relying on alumni for that information. Hard to track employers 10 years out.

Senator Mehta stated that there were five choices on the survey. Should be a sixth answer in case you don’t know.

Dr. Rogers – we spent HOURS developing the survey. It was the best that they can do under time restraints.

President Rowley stated that the Strategic Planning Committee was a large group.

Senator Bradley wanted to emphasize smart growth. How much do things cost? We need to look at the cost of the growth. There is a difference between undergraduate cost and graduate cost. With graduate students, you need graduate level faculty which cost more. Ideal for growth but can we afford it? Needs to be a part of strategic plan.

Dr. Rogers stated that there was a line for funding mechanisms under each subcommittee.

President Rowley asked Dr. Rogers to clarify the presentation given to the campus.

Dr. Rogers explained that the presenter was the consultant to the consultants that was contracted by UCA to look at the data from UCA, peer institutions and aspirant institutions. They met with the Graduate Dean, Provost Runge, and the Council of Deans before he did the faculty presentation. They would have preferred the presenter to have met with Faculty Senate first but the dates did not work out. There were some misinterpretations of what the presentation was designed to do. They provided additional data which will assist the Strategic Planning Committee, however, it was also a little bit of a sales pitch about the services that the presenter offered the university. UCA has not contracted any of their services and there was no intention that faculty would be evaluated based on the service/products that they discussed.

Senator Wilson stated that there are several products out there that do what they provided. It was a sales pitch of their products. If we bought that product, we probably would not have access to all of it.

President Rowley reiterated that it was a one day meeting just to see if we are interested. They just provided data. A consultant to the consultant.

Dr. Reese indicated we did receive additional data/benefit from the consultant.

Senator Isom questioned how useful is the data since it was provided by sales person? A lot of concern would have been relieved had it been known that it was a sales person.

Dr. Rogers – any use of data is in concert with all additional data we are collecting. Strategic growth. Influencing the third subcommittee. Did not know how much it would lean because they did not see presentation until faculty saw it.

Provost Runge – it was intended to inform the strategic planning process only. 2) Meeting with consultant…is this a sales pitch? No but found out that part of it was.

Dr. Reese – we did receive some valuable pieces but maybe disregard or we do not feel obligated to pursue.

Senator Isom continued to question if the data is valid because it was presented as a sale pitch

Dr. Rogers – reliable data because it was from UCA. No agenda on the UCA data presented. Trying to sell products that they offer to continue data.

Senator Duncan – data in SWOT. How are you choosing what data to include?

Dr. Rogers responded that it depends what the subcommittee. MyUCA channel will have list of subcommittee members.

President Bradley inquired about information from the Dept. of Labor. What jobs are dying and what are growing? What areas are growing?

President Rowley is on the subcommittee and has data on growth of jobs.

Senator McKinzie – where do we want to go in five years now that we are in the black. This is the plan of the Strategic Planning group.

Dr. Rogers – what is the potential for UCA?

Senator Stoltz – What is the outcome of this process? Need to emphasize outcome

Dr. Rogers – time line on 2nd page of handout (attached on Faculty Senate website). Strategic Plan is for 5-7 years and will be presented in March to President Courtway and then to the Board of Trustees to take up.

Senator Isom was not suggesting that anyone on task force manipulated data but was questioning presenter’s end game due to selling services.

Dr. Rogers – not sure what they would gain by manipulating data for presenters.

ACTION ITEMS:

1. Consideration of the minutes from the August 27th 2015 Faculty Senate meeting
	1. Senator Bradley moved
	2. Senator Copeland second
	3. Discussion:
		* Name correction for Senator Winden-Fey
		* Motion approved
		* Senator McKinzie will put on Faculty Senate Webpage
2. Committee on Committees nominations for various University committee positions – report and information from Senator McKinzie, Faculty Senate Vice-President/President-Elect
	1. Progress on CoC – handout that was e-mail. Attached on Faculty Senate webpage

Motion to accept list as submitted by Senator Wilson

Second by Senator Winden-Fey

Discussion – no discussion

Motion passed

Positions still to fill. Addition – dean appointed. College elected

1. Resolution requesting donation to UCA Veteran’s Day Committee Scholarship Fund
	1. Senator Bradley moved to accept the Resolution on a donation to the Veteran’s Day 2015 Fund for $1,000. See resolution on the Faculty Senate webpage.

Senator Mehta second the motion

Discussion – Senator Bradley stated we have traditionally done this in the past.

Senator Gallavan – how do we determine which groups we fund? Do we solicit?

President Rowley – we decide who we want to fund. We just vote on it as they come.

Senator Wilson – historically we try to fund if possible and with the rationale.

Senator McKinzie- how much money do we have?

Senator Eskola - $15,000

Senator Gallavan – do we publicize?

President Rowley – it is a newer thing with the additional funding so we do not publicize necessarily because it is not an annual thing plus there are limitations to how we can spend it.

Senator McKinzie – We have a hard time spending money. We ended up with large chunk. Main criteria is that it cannot benefit us.

Senator Wilson – Another thing to consider is if we need a committee to determine who to award. No one wants to be on another committee. Example: scholarships

President Rowley – call for vote

Motion passed

1. Resolution requesting examination of faculty/staff tuition waiver (Board Policy 623) by Employee Benefits Advisory Committee
	1. Senator Eskola moved to approve the resolution

Senator Isom second

Discussion – President Rowley – has taken advantage of the tuition remission but would not be a recipient. Resolution to the committee to investigate peer and aspirant institutions on what they are doing.

Motion passed

**CLOSING ITEMS:**

1. Faculty announcements and concerns
	1. Senator Morris asked for an update on faculty chairs and picnic tables.
	2. Senator Eskola responded that the chairs are on backorder and we need to solicit faculty suggestions on locations for the picnic benches. Senator Stoltz and Senator Eskola met with the physical plant to talk about the process.
	3. Senator Craun brought up concerns about the Strategic Plan report stating that the fear was not on the data but how it could be manipulated and how it was valued. How is the date valued and its effects on growth and money
	4. Senator Craun e-mailed a concern from various faculty to Provost Runge in regards to not hiring a historian of Latin America to replace Dr. Lance Grahn. See letter on Faculty Senate webpage.
	5. Senator Dahlenburg e-mailed college concerns to President Rowley. She wants to emphasize adjunct faculty pay. We do not elect rep from adjunct faculty to Faculty Senate until mid-way in the semester. She stated that there is an e-mail floating around the Writing Department from Hendrix offering $3,000 for adjunct positions.

President Rowley responded that Faculty Affairs I will be addressing compensation equality issues this year. Senator Winden-Fey and Senator Mehta had the same concerns. Senator Mehta stated that he sent a concern to President Rowley about Adjunct Faculty pay.

* 1. Senator Copeland expressed concern for all faculty to be able to lift advising holds. There are some times when students need advising holds lifted and the administrative assistant is not available due to after hours or weekends. He gave the example of students in graduate school.
	2. Senator Bradley reiterated his concern about the parking spots next to the apartment complex. The building that the students are staying in is costly for UCA. They need to be in apartments/dorms where they can hear constituents concerns. Concern is money that UCA is spending on that building.
	3. President Rowley reminded everyone to get their flu shot!
	4. Senator Morris inquired about the post on the concrete pads on sidewalks. President Rowley explained that they were for plaques that will explain about the veterans that have been killed in the line of duty from UCA.
	5. Senator Craun suggested that UCA have a Veterans Center on campus. ASU and AR Tech have large veteran’s departments. While this would require some money to start, it would also open up several opportunities for grants for the university. Senator McKinzie suggested we needed a Military Ombudsmen (a staff person at UCA) to work for the veterans.
1. **Adjournment**

Senator McKinzie moved to adjourn

Senator Wilson second the motion

Faculty Senate Adjourned at 2:08 pm