**Minutes**

**UCA Faculty Senate**

**December 8th, 2015**

**Wingo 315, 11:00 am**

**Attendance:**

**College of Business:** Don Bradley (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-aa (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-a (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 (2016)

**INFORMATION ITEMS:**

**Meeting Called to order at 11:03 pm.**

1. Report from President Courtway – No Report. Reminder about the Faculty and Staff Senate at President’s home from 6-8 pm on Wednesday.
2. Report Provost Runge
   1. See Provost Bullet points on webpage
   2. Questions for Provost Runge
      1. Senator McKinzie – concern about activities in the final two weeks of semester.

Not specific for all organizations in the Student Handbook.

* + 1. Senator Bradley – Concerns about basketball players being gone before finals week.
    2. Senator Dilday – Future faculty workload analysis. Will advising and committee work be included?
    3. Provost Runge – They want to have advising and service but are trying to figure out how to include that data with teaching loads.

1. Steven Shook, Asst. Director for Student Leadership (Relay for Life information)
   1. Relay for Life on UCA campus (Colleges Against Cancer). CAC raises money all year long for cancer research and for local holidays. April 15th at UCA track/alumni circle 6pm to 2am. Contact Steven Shook at [sshook@uca.edu](mailto:sshook@uca.edu).
2. Report from President Rowley (add notes from Ben)
   1. Introduction of Senator Josh Markham (Adjunct Faculty)
   2. Senator McKinzie – Donaghey corridor committee report – They are looking at how to use UCA property (30 acres).
      1. Senator Isom – clarification of who is on the committee.
      2. Senator McKinzie - Well represented from all aspects in Conway.
   3. Board of Trustees meeting is Friday, December 11, 2015. Agenda went out today.
   4. Strategic Plan is continuing to develop.
   5. Strategic Budget – vote to be held on Thursday, December 10, 2015.
   6. Safe Walk Event – several faculty senators there to walk around campus to see how physical plant creates a safe environment for UCA.
   7. Physical Plant Project list – emailed out on Monday, December 7, 2015
   8. Closure of Bruce Street and Donaghey starting December 14th.
   9. Faculty handbook committee – changes for the faculty handbook will come in one of the first meetings in the spring semester.
3. Report/Update – Faculty Affairs I
   1. Senator Copeland – chair

*Faculty Affairs 1 Report*

*Faculty Senate Meeting*

*Tuesday, December 8, 2015*

*Faculty Affairs 1 has collected data from the Provost's*

*Forums and we are reviewing the data and planning a*

*meeting with Provost Runge on the next steps in the Faculty*

*Workload Analysis project. As a further update, Faculty Affairs*

*has collected almost 9 pages of data from the Forums.*

Jud Copeland, Chair

1. Report/Update – Faculty Affairs II
   1. Senator Gallavan
      1. Met in November. Making progress and will be meeting more in spring semester.
2. Report/Update – Academic Affairs
   1. Senator Winden-Fey – Meeting Monday, December 14th to discuss proposal with Conway High School about concurrent enrollment and a “road to an AA degree”.

**ACTION ITEMS:**

1. **Consideration of the minutes from the November 10th 2015 Faculty Senate meeting**
   1. Senator Copland moved
   2. Senator Mehta second
   3. Senator Parrack and Senator Isom e-mailed changes which were added.
   4. Motion passes to approve minutes
2. **Resolution on faculty compensation increases – reconsideration of resolution from 11/10/15 meeting (Senator Parrack)**
3. Resolution #2 on faculty compensation increases (Senator Parrack) – ***Note: Due to a procedural need and an excused absence of the Senator who brought Item IX forward at the last meeting, we will need to deal with that resolution separately (passing it or voting it down) before we can deal with the new version being brought forward by Senator Parrack at THIS meeting. It looks odd, but it’s all in an attempt to keep procedures performed accurately.*** 
   1. Senator Parrack moved to postpone the prior resolution
   2. Senator Morris second
   3. Motion passed
   4. Senator Parrack moved to bring the new resolution forward for faculty compensation. (See Faculty Salary Resolution of Faculty Senate webpage)
   5. Senator Isom second
   6. **Discussion**
   7. Senator Parrack brought forward reasons why this should be put forward due to COLA for UCA faculty is extremely lower than the national COLA.
   8. Senator Bradley – retirement is also affect. By not having the salary increase or COLA

increase, it also affects how much you have in retirement.

* 1. Senator McKinzie asked for clarification of some of the language in the resolution.
  2. Senator Dilday – TIA-CREF questions for Senator Bradley. Clarification of how much is given to TIA-CREF and Teacher Retirement.
  3. Senator Copeland – appreciation that this resolution was brought forward.
  4. Senator Gallavan – Interesting that the Provost and President’s meetings with colleges seem to be preempted with the fact that they feel faculty will not receive raises this year.
  5. Senator Duncan – Expressed appreciation that the table was taken out and that the numbers are very general and we should bring forward support to the faculty salary committee.
  6. Senator Isom – Not sure if this fixes the issues. It is a good first step but the faculty that were here during the “lean four year” where the faculty carried the burden of the Hardin theft, the faculty should be compensated for those years without COLA or raises.
  7. Senator Forbush – let’s make the resolution the best we can. He put forward some suggestions toward the resolution.
     1. Move to amend the resolution item #2 “develop and distribute” in place of “consider further”
     2. Senator Parrack second
     3. Motion for amendment passes
  8. Language clarification on item #1 Faculty Salary Review Committee’s Salary Funding Recommendation for the 2016-2017 Year.
  9. Senator Christman – line about the equity and merit are separate issues; your merit from the previous year is included when it is looked at the next year for equity. Would like to separate merit so that equity is based on your base.
  10. Senator Bradley – merit and equity is not handled the same way in each college and department. It would be hard to state one way to separate merit and equity. Until we get a centralized way to handle equity and merit, we will always have inequality. The big problem is that there is not one way to do it.
  11. Senator Parrack – If we only do things one time and see how it is working, we will never know what works. 2) We do have a mechanism for determining equity. A points system is dormant somewhere in a file that would assist with the equity. (Referring to a document that has existed in the past which could be used as a mechanism for determining fair equity).
  12. Senator Gallavan – Why is merit not determine by faculty? She comes from a system where merit was determined by colleagues.
  13. Senator McKinzie clarified item #1 before bringing it to a vote. Clarification on name change
  14. Senator Parrack – concerned that the people (Provost Runge) are not present to hear the debate.
  15. Senator Markham – clarification of process if this is approved.
  16. President Rowley – clarified the process of how this would go through the committees, Provost and President.
  17. Senator Parrack – Faculty Salary review was presented to SPAC.
  18. Senator Walter – Will this go in front of SPAC?
  19. President Rowley – responded that it helps to guide decisions that Provost Runge and President Courtway are deciding along with board of trustees.
  20. Resolution was brought to a vote. Resolution passed.

1. **Resolution on active shooter response training (Senator Morris) – continued consideration of resolution from 11/10/15 meeting**
   1. Senator Morris moved to take the resolution off of the table
   2. Senator Duncan second
   3. Motion passed
   4. Senator Morris talked about the rewording of the resolution to be strongly recommended.
   5. Senator Duncan – can we get UCAPD to come in and talk about their plan so that we know what the training would include (i.e., procedures and protocols)?
   6. Senator Morris – definitely we could schedule a time for them to come in and talk about procedures. We have a highly effective and trained UCAPD
   7. Senator Markham – has been through the active shooter training. “It is very productive and professional.”
   8. Senator Forbush – Department has asked about training? They have asked for the past four months and UCAPD does not have time. This should be a task of the emergency procedures committee. UCAPD does not have the resources to bring this forward to every building.
   9. Senator Winden-Fey – She is a building emergency manager and she did go through the first level of active shooter training. She agrees with Senator Forbush that this should be left to the building emergency managers.
   10. Senator Demers – Clarification on Senator Forbush’s comments - UCAPD would instruct the emergency procedures managers and then they would train their building faculty and staff?
   11. Senator Forbush – Ideally that is how it should work.
   12. Senator Dilday – If the EPM was someone with the background then it would be great. Some EPM’s are not as well trained.
   13. Senator Morris – He would assume that how you train for a fire is not how you would train for active shooter. There is a behavioral component that exists for active shooter.
   14. Senator Eskola – Is there a behavioral component in the training?
   15. Senator Winden-Fey – Explained some of the training that was provided to the EPMs.
   16. Senator Duncan – This is why she is wondering if UCAPD can come in and talk about what their training includes
   17. Senator Duncan moves to table the motion
   18. Senator Christman second
   19. Motion to table the resolution passes.

**CLOSING ITEMS:**

1. Faculty announcements and concerns
   1. Holiday reception Wednesday, December 9, 2015
   2. Senator McKinzie had a constituent e-mail *“What is the University's policy about student activities during the last week of classes? Is there something different for varsity athletes?”*
   3. Senator Walter sent a constituent e-mail the following:
      1. *'What is the justification for placing artificial turf on the intramural fields? What is the cost and funding source for this project? How does the cost of installation and whatever limited maintenance is required compare with the ongoing maintenance of grass fields?*
      2. *We’ve been inundated by students who have signed 8-semester completion plan agreements and we have been forced to take these students even though we don’t have the resources. One of the problems is tracking who has agreed to the plan and whether students are still on the plan. This doesn’t seem to be tracked by advising and there isn’t a reasonable way of having a list of which students agreed to the plan and are still on it. It is causing us a lot of problems and it seems that there needs to be mechanisms in place for dealing with tracking these students easily.*

*I’m also concerned that the 8-semester agreement is being advertised as a way freshmen can get into full classes.*

* 1. Senator Christman – Admissions committee has not met. Can you look into when they will meet?
  2. Senator Forbush – curriculum committee concerns – on-line format has specific means for getting approval but they are going through departmental, college committees after they have already been approved. Committees are not sure why they are “approving” the classes again when they have been approved but are just being taught on-line as well. 2) Timeline for bulletins – December 4th is the date that items must be turned in and January 1st is the absolute deadline for items to be published. The bulletin is not published until August and is electronic. Why is the deadline so early?
  3. Senator Demers echoed the thoughts of Senator Forbush and stated that a lot of time is wasted because these courses have been approved and are just being converted to on-line.
  4. Senator Copeland – Reminded everyone about the national search for Library Director. Please come when the candidates come in for on-campus presentations.
  5. Senator Gallavan – Inquired about the CVs for the Director of Assessments. Received following e-mail from constituents:
     1. *Is it possible for the university to set policy that no bicycles and skate boards should be ridden on university sidewalks?  University sidewalks should be reserved for pedestrians and people using wheelchairs.  People with bicycles should walk their bicycles and people with skate boards should carry their skate boards when using the sidewalks.*
     2. *Also, is it possible for the university to remind personnel that all golf carts should be driven on streets and yield to pedestrians and people using wheelchairs on the sidewalks?  Pedestrians and people using wheelchairs should not have to yield to golf carts.*
  6. President Rowley – Senator Bradley’s last meeting before retirement.
  7. Senator Bradley – Faculty should take an active role in salaries, retirement, etc. We should not always see ourselves as advisory role but we should be active. 2) Need to come up with rules/procedures for those who do not work on UCA campus.

1. Meeting adjournment at 12:36 pm.

Minutes by K. Eskola, Faculty Senate Secretary, AY 2015-2016