

Minutes  
University of Central Arkansas Faculty Senate  
September 10, 2013

**Attendance:**

College of Business: Jim Downey (2014), Kaye McKinzie (2015), Don Bradley (2016)

College of Education: Shoudong Feng (2014), Alicia Cotabish (2015), Jud Copeland (2016)

College of Fine Arts and Communication: Lanette Grate (2014), Garry Craig Powell (2015), Christian Carichner (2016)

College of Health and Behavioral Sciences: Melissa Shock (2014), K.C. Poole (2015), Alexandra Marshall (2016)

College of Liberal Arts: Clayton Crockett (2014), Phillip Spivey/Jacob Held (2015), Chris Craun (2016)

College of Natural Science and Mathematics: Charles Watson (2014), Rahul Mehta (2015), Ben Rowley (2016).

At Large Senators: a-Brian Bolter (2014), Doug Isanhart (2014), Debbie Bratton (2015) Art Lichtenstein (2015), Kim Eskola (2016), Amber Wilson (2016)

- I. Call to Order
- II. Comments: President Courtway
  - A. Semester is off to a good start. Enrollment is up. Very encouraged by increased enrollment numbers of graduate students.
  - B. Audit for FY 2012 will go to the legislative committee Thursday, September 12, 2013.
  - C. Special board meeting by telephone Friday, September 13, 2013.
- III. Comments: Provost Runge
  - A. Enrollment is 11, 534 (target was 11, 482).
  - B. Three dean searches will take place this year:
    - 1. College of Health and Behavioral Sciences Dean search will be chaired by Dean Lee.
    - 2. Graduate School Dean search will be chaired by Dr. Kurt Bonecki.
    - 3. College of Mathematics and Natural Sciences Dean search will be chaired by Dean Pounder.
  - C. Tonight, September 10, 2013, there will be a reception for first year scholars (ACT scores over 30).

- D. Tomorrow, September 11, 2013, there will be a dinner for 1<sup>st</sup> year minority students.
  - E. There has been a change in leadership in the Academic Advising Center. Berdie Eubank has stepped down and Leanne DenHartog has assumed the role of Interim Director of UCA's Academic Advising Center. Berdie will continue serving UCA as the Interim Program Coordinator/Advisor of the College of Natural Sciences and Mathematics.
- IV. Approval of Minutes from August 22, 2103
- A. Motion to approve Senator Copeland, Second Senator Mehta.
  - B. Passed unanimously.
- V. Consideration of Proposal from Julia Winden-Fey – 2014 Student Success Symposium
- A. Recommendation from Exec Committee: Approve with funding level \$400.
  - B. Dr. Julia Winden-Fey gave a brief overview of the symposium.
  - C. Motion to fund the proposal Senator Rowley, Second Senator Bradley.
  - D. Passed unanimously.
- VI. Consideration of Recommended Appointments from Committee on Committees Round 2
- A. Motion to approve the list as submitted Doug Isanhart, Second Jim Downey.
  - B. Motion to suspend the rules to add two additional names Senator Bradley, Second Jim Downey. Passed unanimously.
  - C. List of recommendations passed unanimously as amended.
- VII. Consideration of Adoption of Revisions to the Strategic Plan
- A. Senator Bradley moves to endorse the revisions, Seconded by Copeland.
  - B. Discussion: Senator Craun—reservations (his own and from his constituents) about vagueness in the wording of the plan. Senator Crockett—concern about the generality of the plan and that is not specific enough in some areas. Senator Bradley—this is very important to the accreditation process. Senator McKinzie—need measureable objectives. Senator Lichtenstein—there may be some concerns, but the HLC monitoring visit is quickly approaching, and although the plan is not perfect, it would benefit the university for the faculty senate to endorse it. Senator Eskola—would be interested to hear Dean Hattlestad's perspective.
  - C. Motion passes 16 in favor, 4 opposed, 1 abstention.

VIII. Reports from College/Unaffiliated Meetings

A. College of Business

1. Lack of travel money available to keep the individual faculty members up to date in their subject areas.
2. Lack of up to date hardware and software in the College of Business computers. Problems exist in Faculty offices, classrooms and computer labs.
3. Problems with online courses and blackboards specifically. Some of the issues were course security. Students having lack of knowledge of the blackboard system to take a course. High drop-out rate.

B. College of Education

1. Address Crossing at Child Study Center. Suggestions include: Blinking light(s), stop sign, and/or speed bump. Previous crossing sign was hit and not replaced.
2. Share with Faculty and Staff how the University Administration is evaluated. Faculty questions and suggestions include: Faculty are not clear how upper administration is evaluated. Is there a system in place that faculty are not aware of?
3. Create an Option for Faculty Salaries to be Distributed Across 12 Months. Faculty in agreement to have this option available.
4. Address Issues Regarding IT Support Associated with Online Courses. There is very limited IT support at night and on weekend: no one available when called; no one returned calls even on the following day. Blackboard Collaborate does not allow faculty to preload class content ahead of time. In comparison, Centra allowed faculty to load class content for an entire semester. Furthermore, once you load content into Collaborate, you cannot access it on another computer. The campus needs to adopt a uniform policy regarding online course expectations that include student equipment/software expectations and technology requirements. IT personnel need to be cross-trained. It is confusing to faculty to know which skill set each possesses and to whom one calls when having an IT problem, often resulting in multiple phone calls to address a single problem.
5. Update antiquated email system. Email system lacks storage capacity, requiring archiving to save emails. The system is clunky in regard to working seamlessly with other devices (e.g. will not work at all with Kindle Fire). Does not work in conjunction with apps like Google Apps (e.g. gmail accounts work in tandem with these Google Apps. University gmail accounts are used by many other universities.
6. Improve Check-out Procedures for Library Videos. The two week checkout protocol is not enough time for faculty to view and plan instruction.
7. Address Lack of Parking for Mashburn Faculty. Attendees are in agreement that there is not enough parking for Mashburn faculty. The added spaces and reconfiguration do not address the dire need for additional parking at Mashburn. The shuttle service pick-up location is too far from Mashburn and is not running continuously. A timeline needs to be created and implemented so faculty will know when the shuttle service is picking up at specified locations (e.g., every half hour). The shuttle does not run at night (therefore, if you utilized the shuttle service earlier in the day, one does not have a shuttle back to their parking space at night). Suggestion made to refund parking permit costs to Mashburn faculty.
8. Currently, graduate students are not eligible for financial aid or GA positions if they have below a 2.7 overall or a 3.0 their last 60 hours and are conditionally admitted. However, this is not the case for undergraduates, who are eligible for financial aid if they are conditionally

admitted. The issue involves a student who has a 2.99 their last 60 hours and is not eligible for any type of aid. Several other schools allow students to get GA positions and financial aid and leave it up to the department. We have lost students who were just under the minimum GPA because they could not afford school on their own. We need to review this procedure.

C. College of Fine Arts and Communications

1. Hiring: Faculty expressed concern about the ratio of tenured to non tenured faculty in the CFAC. Mass Communication lost one tenure line this fall and is losing another in the spring. The administration seems to push non tenure positions and adjunct positions rather than create new tenure lines. The CFAC faculty would like to know what is the administration's goal for the proportion of tenured to non tenured faculty? The AAUP advises 75% tenured. Currently in the Writing Dept. the percentage is 39% tenure track. Many departments such as Writing have tenure line requests with the Provost. The Dept. of Writing would like to know why these are not being created. They would like to see a response in writing from the administration on this issue. They need tenure lines to create departments of quality. At the end of this year in the Writing Department they have to let six experienced writing instructors go due to the three year rule. Since no permanent positions have been created they have to hire visiting instructors and part time instructors, some of whom have no experience in teaching composition or in composition theory. This is a situation that should be looked in to as it affects retention of freshmen and the quality of education Arkansas students receive. Why is UCA letting experienced teachers go and hiring inexperienced ones to take their place? Would this be done in biology or math? Why not create positions for the experienced instructors? While the three year rule may have made sense in other departments or colleges it does not work in composition unless permanent lines are created. The provost should request research from the writing department to show retention levels of departments that have permanent faculty as opposed to departments that do not. The idea of Visiting Professor positions was to make a case and show the need for tenure lines but instead in the Writing Department no new tenure lines are created and we have to keep hiring more Visiting Professors. The Writing Department is concerned about the time it is taking to receive approval for job requests such as Writing Center Director and Full Time Visiting Lecturers in the Writing Department. In regard to the new positions created for previously emergency hire instructors affected by the seven year rule will years of service count toward a determination of salary? Exactly how will salary be determined?

2. Tenure and Promotion: First, it is inappropriate for faculty who are not tenured AND promoted to make decisions on P and T applications. This seems to apply specifically to people who are tenured and not promoted. It seems that any committee member participating in making that decision should have successfully maneuvered the same process. Otherwise, how can they make that decision for someone else? This should apply to all levels of decision making. Secondly, Faculty Senate should revisit the notion of tenuring and promoting faculty as two separate actions. This is VERY problematic. Tenure and promotion are inseparable and this is the case at most universities. If we are going to invest in the future of the university by saying that a faculty member, essentially, has a job for life, at the very least, that person should also be promotable, otherwise what kind of standards do we really embrace?

3. Purchasing and Contracts: The issue is carrying money over on the budgets. In June Writing, Mass Communications, and Art purchased cloud based software. The department

chairs assumed they were using end of year funds to make this purchase but the funds actually came of this year's budget. We need a clearing house besides the Faculty Senate for these types of budgeting problems. It does not seem to be a problem for administrators but only for faculty. We would like to know where the money from the end of the fiscal year goes? In one department ten to twelve thousand dollars set aside for the cloud based software disappeared at the end of the fiscal year and was taken out of the new year budget. This money did not just vanish. We would like to know who got it and how can we fix this problem in the future? The following question is for Vice President Newton: Is there a way to create a pool of money at the university level to help with these types of purchases that come at the end of the fiscal year but end up getting paid for by the next fiscal year budget? Could departments use the reserve account to cover this type of situation?

4. Salaries: While the CFAC faculty appreciates the COLA, a COLA is not a raise. Since the FICA holiday ended and with the rise in health premiums, the COLA from last year did not do much. COLAS need to be every year and we also need raises.

5. Part Time Instructors: CFAC faculty feels that part time instructors are used and not compensated adequately and that UCA is exploiting their labor. One Part Time Faculty member asked for a choice of a raise or contributions to social security. Currently part time faculty do not get a contribution to social security. If they die, their families get no benefits. There are over 200 part time faculty on campus some are by choice and some would like full time positions. We suggest that for a part time instructor who chooses to be part time perhaps a raise after five years should be considered. Also some perks like reduced parking fees. One faculty member expressed a concern that the increase in salary for part time instructors might eliminate the possibility of full time and tenure line positions. The faculty member requested that any increases in salary and benefits for part time instructors would not make it more difficult to get full time and tenure line positions.

6. Grades: A request to change to a plus and minus grading system. Can Academic Affairs Committee look into this request?

7. Students Scholarships: Students on scholarship can't use scholarships in the summer to take internships. Is there any way that students can use their scholarships in the summer for these internships?

8. Faculty Handbook: The Faculty Handbook is a legal document and so should keep the committees which the Provost wants to take out and give to Faculty Senate. The two should work together.

9. Communication: The CFAC faculty asks that they be informed about important decisions or important pending decisions such as the extension of President Courtway's time here at UCA. Most found out about it by reading the paper. No one knew it was even under consideration. In the interest of transparency the faculty should be notified. Can the Senate look into to the contract with the UCA Bookstore. There seems to be a stipulation in the contract that instructors cannot put in their syllabus that students can get their books elsewhere cheaper. What does the contract say? Can we inform students by email or word of mouth that they can get their books cheaper elsewhere? Make sure that all the work that the Faculty Senate does get put on the Faculty Senate Website. Some things have disappeared. For example, the Resolution for the Core. No one seems to know who has the latest copy.

10. Parking: More parking spots have been given for students residing on campus. Can more parking be added closer to the buildings for faculty in which they teach? Is there a policy for the selection of parking spots on campus (faculty, resident, etc.)? Some CFAC faculty feel

that there is an overabundance of resident parking on the interior of campus. If these students are living here, do they need to park right at their front door step while the students and faculty who commute to campus have to park the farthest away? Without raises and regular COLAs it would help the morale of faculty if their parking benefits were more significant. Also, the new lot north of Snow Fine Arts, why was it designed that way? There could easily be twice as many spots if the lot was designed better.

11. Misc.: Send the Faculty Senate Agenda out to all the colleges to be made available to faculty before Faculty Senate meetings. Make the Faculty Senate Secretary responsible for updating the website. It puts too much of a burden on the Faculty Senate President to keep up with this.

D. College of Health and Behavioral Sciences

1. Support the concern for salaries/compensation because UCA is competing nationally in many cases in the CHBS; plus there was a concern that the attitude toward young faculty who leave to take advantage of better paying opportunities is rather flippant. The salary/compensation is also a concern for recruiting upper-level faculty as well to take on the administrative faculty positions.
2. Part-time faculty : visit the base per course fee and reconsider the option for retirement benefits, including Social Security, especially for those who teach at least half time.
3. Online courses: what are policy issues, tuition, course development costs, etc. that must be considered before wholesale adoption of virtual delivery? What is expected of professors? Is there any reason for them to be on campus? Comment was made about considering release time for online teaching of the intensity of teaching in this format.
4. Student retention and graduation rate: increase minimum ACT and consider placing a cap on enrollment (e.g. 15,000). What is the goal for UCA enrollment number?
5. Concern about the technology and wiring in the Prince Center; it is very difficult for faculty to do their jobs there.
6. Question was posed about possibly revisiting grading policies.
7. Concern about Digital Measures being too geared toward tenure-track faculty.
8. Concern about meeting the requirements with the new core classes and the enrollment numbers in those classes; will the numbers enrolled in those classes be considered with the assessment requirement?
9. Request to make sure the student/faculty picnic at the end of the year does not take place outside of a classroom having a scheduled final exam.
10. Concern about Blackboard, would like to have more extensive training; students and faculty need assistance.
11. More meetings are called during the summer when faculty are not paid.
12. Visiting professor/instructor criteria: are they the same in all departments? How were they decided?
13. Changes in curriculum should be joint decisions between faculty and administrators. Administrators should not be allowed to determine curriculum changes.
14. Non-discrimination policy: we need language to recognize and protect sexual orientation/gender identification.UA, UALR do have such language.

E. College of Liberal Arts

1. Consistency in Rhetoric and Action - Can the UCA Administration's rhetoric of commitment to faculty match their actions when considering salary and other issues, e.g. sick leave, part-time faculty compensation, and diversity hires?

2. Faculty Travel and Strategic Goals - The language of UCA's Strategic Plan does not reflect a commitment to funding faculty travel. The problem: Faculty travel funding is being discussed as an aim or goal, when actually it should be discussed as an essential component of strategic goals related to faculty.
  3. Diversify University Funds - Fundraising should be diversified to support not only students, but faculty as well. Budget line items for faculty travel should be expanded to other faculty endeavors (research, pedagogical development, and projects).
  4. Clear Interpretation of Collected Data – The Provost stresses collection of quantitative data: can Provost Runge do a more effective job of interpreting and explaining the results of specific data related to the university in a clear and concise manner for students, faculty, and staff?
  5. Director of Assessment Job Duties - Who, in administration, expanded the job duties of Dr. Wendy Castro? Is the expansion of her job duties a cost saving measure? Will the expansion of her job duties create a greater degree of efficiency?
  6. Faculty Handbook and Part-Time Faculty - The current UCA Faculty Handbook does not clearly specify the threshold between part-time and full-time teaching load. Can this problem be addressed by the UCA Faculty Senate? (See attached recommendation).
  7. The Status of Sick-Time - Can the UCA Faculty Senate find out how other universities address the issue of time allowed for faculty to miss in the case of illness? (See attached policy for University of Arkansas Little Rock).
  8. Athletic Weight Training Room - What are the sources of funding for the new athletic weight training room. Private donations were identified and earmarked to pay for the weight room, but rescinded before the weight room was built. Who authorized the construction of the weight room before the funds to pay for it were collected? It was suggested that the burden of funding the weight room should come from Purple Circle, UCA Foundation, and a percentage of the UCA Athletic Staff's payroll.
  9. Low Profit from Athletic Ticket Sales - Revenues from UCA athletic event sales are 4.6%. If this was any other program on campus, then the program would be cut for failing to generate substantial revenue. Why is UCA Athletics an exception to the rule?
  10. Student Athlete Absentees - The number of class absences for student athletes is increasing, and has become problematic. There needs to be a university mandated cap on the maximum number a class sessions a student athlete can miss class.
  11. Free Tickets to Athletic Events - Are tickets for faculty attending athletic events actually free when they are paid for from the Faculty Fringe Benefits Budget Item?
- F. College of Natural Sciences and Mathematics
1. Some faculty feel there should be no designated time in service before a faculty member can apply for promotion in rank.
  2. Concerns were expressed regarding the procedures for assessment that are being designed and implemented. There is a general fear that the assessment push, while seeming to be pushing for a 'bottom up' approach, led by faculty first, is being co-opted by a 'top down' approach, led by administrators.
  3. Several concerns were mentioned about policies related to administrators stepping back into faculty roles. Apparently, there are unclear guidelines on procedures to follow in these cases (whether they be voluntary or involuntary), especially in relation to pay-scales associated with the step away from administration.
  4. The deplorable condition of Lewis Science Center continues to be a prominent concern and issue.

#### G. Unaffiliated

1. Request to add shuttle vans from parking lots north of Bruce Street
2. Question about Coca-Cola \$\$\$: How will the Senate use their \$25K? Suggestion: Have all faculty (if they so desire) that receive a salary under \$50K (later suggested under \$40-45K) put their name in for a drawing for 25 people to receive \$1000.
3. Another suggestion was to use that (Coca-Cola) \$\$\$ to increase Service Awards to include 2nd and 3rd places.
4. Merit raises should be tracked and kept separate from base salaries. A faculty member's base salary should include equity and across the board increases, but not merit. Moving forward from today if merit is separated from base salaries then the equity calculations will benefit all long time faculty without devaluing merit.
5. Concern about the Enrollment Plan to not allow students with under ACT Reading score of 19 to take History. The suggestion to limit enrollment to World History was part of an administrative plan made without convincing data behind it, but even worse without consulting the department or even the chair. It is the appearance of this top-down governance that is more troubling about the whole thing than the seemingly random way in which the decision is seeking to be implemented.
6. Suggestion to the admissions formula "to emphasize HS GPA as well as ACT scores in UCA's admissions formula" with high school GPA and not just ACT scores. What do our peer institutions do?
7. Concern that Faculty Senate President stated in his address to the General Faculty meeting to not enroll students with a 13-16 Math ACT. Approximately 1/3 of the freshmen class at UCA needs remediation in at least one subject area. There are many students with ACT scores below 17 that have been successful at UCA (exact numbers will need to be extracted from our data).
8. Make sure all committees actually meet on campus, particularly the admissions committee. Ensure that the person appointed as chair is open to ideas submitted for review that are not solely those of the chair of the committee.
9. Concern about no admissions standards for non-traditional students over 21 years of age. Currently we have many non-traditional students who were from public school Resource or Special Education programs and did not have to take any type of admissions test. At the very least let faculty come up with a test of 15 mathematics questions to answer and have these students write a paragraph before they are accepted
10. Concern that the campus police changed several faculty parking spaces into metered spaces over near Mashburn Hall without any notice or review by the committee tasked with parking issues.
11. UCA committees need to add a position (or positions) to more committees so that Unaffiliated Faculty are not excluded from the governing process.
12. Add a dedicated Unaffiliated Faculty Senate position where only the Unaffiliated Faculty may vote on. As with the part-time faculty
13. Consider "tenure" or job protection for any Faculty members who have served the university in fulltime positions for over six years.
14. Addressing the shortcomings in UCA's non-discrimination policy to include gay, lesbian, and transgendered. Fayetteville & UALR have already done so.



IX. Other Business

A. Concern submitted by Senator Shock

*“Non-discrimination policy: we need language to recognize and protect sexual orientation/gender identification. UA, UALR do have such language.”*

B. Concern submitted by Senator Spivey

*Official concern regarding the lack of consistency in University mission and mandates surrounding diversity: Comparing the UCA CORE definition of diversity as a pillar of the curriculum, the faculty senate (draft) diversity statement, and the mission of the newly restructured "Office of Diversity and Community" yields widely varied results. Each statement has varying degrees of defining diversity (some do not define it at all), each statement has different values associated with diversity, and each statement lists different goals and outcomes from promoting diversity. This lack of consistency makes it difficult to appreciate and understand the university mission of AVID.*

*See:*

*<http://uca.edu/gened/>*

*and*

*<http://uca.edu/diversitycommunity/mission-statement/>*

*and*

*[uca.edu/facultysenate/files/2012/08/UCA\\_FACULTY\\_SENATE\\_DIVERSITY\\_STATEMENT.pdf](http://uca.edu/facultysenate/files/2012/08/UCA_FACULTY_SENATE_DIVERSITY_STATEMENT.pdf)*

C. Senator Rowley—Faculty Salary Review committee will be doing another survey near the end of September.

D. Senator Rowley—Please get your flu shots!

E. President—Next meeting Thursday, September 26, 2013 at 12:45

X. Adjournment

A. Motion to adjourn Senator Rowley, Second Senator Marshall