

AGENDA

UCA Faculty Senate



Thursday, December 11, 2008

Wingo 315, 2:00 p.m.

- I. Approval of minutes from November 11, 2008 (see Attachment 1)
- II. Guest: Arkansas Senator Gilbert Baker
- III. President's report
 - A. Information items
 - B. Committee Charges
 1. Faculty Affairs I: *Develop effective and secure procedures for online voting in Faculty Senate elections.*
 2. Health and Wellness Promotion Committee: *Discuss the costs and benefits of implementing a campus wide smoking ban at UCA and make a recommendation to the Faculty Senate.*
- IV. Committee reports
 - A. Executive Committee
 1. Resolution: Change to Faculty Senate by-laws (see Attachment 2)
 2. Resolution: One-time reduction in Faculty Senate budget (see Attachment 3)
 - B. Committee on Committees
 1. Announcement: Merideth Kemper and Jerry Mimms agreed to represent faculty on President Courtway's ad hoc committee to review UCA's response system following the campus shootings.
 2. Nominations for Faculty Senate appointments to university committees
Faculty Scholars: Amber Castor (term will expire in 2010)
Concurrent Enrollment Advisory (CEd position): Marilyn Friga
 - C. Academic Affairs
 1. Resolution: Response to Task Force on Remediation, Retention, & Graduation (see Attachment 4)

D. Faculty Affairs I

1. Resolution: Revision of Budget Advisory Committee (see Attachment 5)

E. Faculty Affairs II

V. Announcements and concerns

A. Faculty concerns and announcements

- B. Next meeting: January 22, 2009, at 12:45 p.m.

VI. Adjournment

ATTACHMENT 1

Minutes

UCA Faculty Senate
Tuesday, November 11, 2008
Wingo 315, 12:45 p.m.

President Boniecki called the meeting to order at 12:48 p.m. Present were Boniecki, Parrack, Seifert, Ray, Jones, Castner-Post, Fletcher, Lichtenstein, McCullough, Powers, Wiedmaier, Lance, Isom, Schaefer, Mehta, Rospert, Johnson, Acre, Castro, Holden, Moore, Bell, and Provost Grahn. Advised Absences: Albritton and Hebert.

I. Approval of Minutes from October 23, 2008 (see Attachment 1)

Senator Lance moved to approve minutes with second by Senator Ray. Motion passed approving the minutes with no corrections.

II. President's Report

A. Fringe Benefits Committee: (see Attachments 2 and 3)

Latest minutes from this committee are attached for your review. They are trying to reinstate existing benefits for current retirees. See #4- October 10. See #3- October 31. These recommendations were drafted as Board Resolutions by Rita Fleming.

B. Board of Trustees meeting, November 7, 2008:

The Fringe Benefits committee recommendations were presented to the Board of Trustees by Rita Fleming. She also made a further resolution that the Board of Trustees approve 1x life insurance thus returning/restoring benefits for retirees. Discussion ensued regarding total cost to University. This fiscal year the cost is \$65,000 extending and decreasing until 2021. The Board of Trustees tabled this issue until they could see all the figures. A special Board of Trustees meeting will have to be called to resolve this issue.

Presidential Search Process: President Boniecki distributed Board of Trustees Action Agenda. The approved Presidential Search Process runs contrary to our recommendations that the faculty, students, and staff have more weight on the search committee. Additionally, the Board of Trustees appointed Dr. Farris and Dr. Manion to lead the search. Faculty, students, and staff had recommended that J. Gillean be appointed to this position.

Comment- Senator Lichtenstein: Were there discussions about deadline for completion?

Response- President Boniecki: No discussion but it is the general feeling that some would like to have this completed by the end of the Fiscal year.

Comment- Senator Ray: The make-up of Committee is out of balance.

Response- President Boniecki: Yes. The Executive Committee will meet to determine if we respond to this or not.

Comment- Senator Bell: Did the Committee look like this during the last search?

Response- Senator Johnson and Senator Schaefer: It looked similar but significantly larger.

C. Proposal from Honors Discussion Panel: (see Attachment 4)

This proposal is posted on the Faculty Senate website. It is presented as an information item- this will be forwarded to Faculty Handbook initially for review and then to Faculty Senate for a resolution. The document is a compromise. When a faculty member is hired they will receive a joint appointment between Honors College and an academic department; tenure will occur in the academic department and promotion by the Honors College.

Some discussion followed regarding how faculty will handle this "split appointment."

Comment- Senator Lichtenstein: Attachment 4, page 6- need to clarify that it will go to academic college and dean for approval of tenure.

Comment- Senator Isom: Whose promotion and tenure criteria will be applied, Academic and Honors or a mix of the two?

Response- President Boniecki: My understanding is that they will have to meet tenure criteria for both, Academic and Honors College

Comment- Senator Lance: Scholarship requirements should be weighted more towards the academic discipline.

III. Committee Reports

A. Executive Committee:

1. Proposed change to Faculty Senate by-laws (see Attachment 5)

This is not a resolution but we are working on this and want the Faculty Senate to be thinking about this. We encourage feedback regarding this proposed change. We want to make sure that the administration understands that we are available all year round to handle and be included in issues that involve the Faculty. As the by-laws state now the Faculty Senate President can call a Special Meeting. We feel like having it already set and scheduled would help.

Comment- Senator Ray: I think this is a good idea.

B. Committee on Committees: (see Agenda)

1. Nominations for Faculty Senate appointments to university committees

Salary Review Committee (HBS position): Donna Musser

Student Life Committee: Gary Bunn

Library Committee (NSM position): David Dussourd

Senator Parrack motioned to approve nominations with second by Senator Bell. Motion passed approving the nominations.

Comment- Senator Parrack: We are developing a list of committees that should provide an annual presentation or written report of their activities to the Faculty Senate.

C. Academic Affairs: Making revisions to our response to the education task force.

D. Faculty Affairs I:

1. Proposed change to Budget Advisory Committee (see Attachment 6)

We encourage the faculty senators to review this document. We plan to make a resolution next Faculty Senate meeting.

E. Faculty Affairs II: No report

IV. Announcements and Concerns

A. Faculty Concerns and announcements

Senator Wiedmaier: We are having difficulty in Mashburn with smokers following policy; would like for the campus to reconsider a no smoking policy.

Senator Johnson: Need more bicycle racks on campus

Senator Castro: We want vital stats from the Admissions Department on the entering Freshman class. Can Dean Roden get us this information? Doesn't feel like this class could meet admission qualifications.

Senator Schaefer: Annual State Meeting of AAUP. Purcell, J. Roebuck, R. Saunders, and G. Baker will present at Comfort Inn near Clinton Library, November 22, 2008. Coffee and discussion at 9:00; presentations start at 10:00.

Senator Mehta: Part-time faculty still wants information on how to handle SS benefits on pay stub.

President Boniecki: I have been working on this issue. Additionally, we are seeking nominations for part-time faculty representative. Deadline is Wednesday, November 19.

Senator Powers: Many folks have asked what's going on at UCA and the budget; would like for Tom Courtway to address the faculty soon with an "update."

President Boniecki: Yes, we are working on setting up a meeting with President Tom Courtway.

President Boniecki: We need a faculty representative for the Presidential Search. We need nominations. I am offering myself as a volunteer.

Senator Parrack motioned to suspend rules with second by Senator Ray. Motion passed suspending rules. Senator Parrack motioned to submit President Boniecki's name as faculty representative to the search process with a second by Senator Ray.

Some discussion followed regarding how faculty would handle nomination.

Senator Seifert: Should we ask the broader faculty for nominations as well?

Senator Holden: I agree but because of the time issue and because we're appointed by the faculty, I think we could feel confident in this nomination.

Senator Castro: Would be nice to update Faculty along the way with the search process.

President Boniecki: Good idea but be aware that the search process is confidential.

Senator Johnson: Put the search process on our website and inform on the Faculty Senate website.

Senator Seifert: With all the appreciation and accolades you received in September I think majority of Faculty would be pleased for you to serve.

Second by Senator Lance. Motion passed approving Kurt Boneicki as the faculty representative to the presidential search process.

B. Next Meeting: December 11, 2008, at 2:00 p.m.

V. Adjournment: Senator Ray moved to adjourn meeting with second by Senator Isom. Motion passed approving adjournment at 2:10 p.m.

ATTACHMENT 2

FACULTY SENATE RESOLUTION
December 11, 2008

BE IT HEREBY RESOLVED that the Faculty Senate adds the following section to ARTICLE VII.
ASSIGNMENTS AND RESPONSIBILITIES OF CONTACT SENATORS of the Faculty Senate by-laws:

Section 3. The Faculty Senate will address concerns or issues that arise during summer months in a timely manner. Senators are expected to provide input as these issues arise and be available to attend any summer meetings called by the president of the faculty senate. If attendance is impossible, alternative means of communication, such as a conference call, should be used to ensure a quorum.

ATTACHMENT 3

FACULTY SENATE RESOLUTION

December 11, 2008

WHEREAS President Courtway has requested that the various divisions of UCA propose specific cuts to their budgets to help reduce a projected university-wide budget deficit for the current fiscal year;

BE IT HEREBY RESOLVED that the Faculty Senate authorizes the reduction of its budget by \$500 for the 2008 – 2009 fiscal year.

ATTACHMENT 4

FACULTY SENATE RESOLUTION

December 11, 2008

WHEREAS the Academic Affairs Committee was charged by the Faculty senate to prepare a position statement in response to the proposal, which may be considered at the next Arkansas General Assembly, that ten percent of university funding be based upon retention rates;

WHEREAS the Academic Affairs Committee, in response to their charge, reviewed the 2008 report and recommendations from the Arkansas Task Force on Higher Education Remediation, Retention, and Graduation Rates;

WHEREAS the Academic Affairs Committee has prepared the following position statement in response to the Task Force's report and recommendations;

BE IT HEREBY RESOLVED that the Faculty Senate endorses the following position statement.

BE IT FURTHER RESOLVED that the Faculty Senate requests that the position statement be sent to

- Senator Jim Argue, Chair of the Arkansas Senate Education Committee
- Representative Mike Kenney, Chair of the Arkansas House Education Committee
- The following members of the Arkansas Task Force on Higher Education Remediation, Retention, and Graduation Rates:

Representative Johnnie Roebuck, Task Force Chair

Senator Dave Bisbee, Chair, P-12 Work Group

Senator Gilbert Baker

Representative Bill Abernathy

Dr. Jim Purcell, Director, Arkansas Department of Higher Education

Dr. Sally Roden, Dean of Undergraduate Studies, University of Central Arkansas

UCA Position Statement in Response to *Access to Success*

What follows is a position statement in response to the Final Report of the Arkansas Task Force on Higher Education Remediation, Retention, and Graduation Rates, *Access to Success: Increasing Arkansas's College Graduates Promotes Economic Development*. Our statement focuses on three areas, remedial education, workforce training, and retention.

Remedial Education

Task Force Recommendation: The Task Force recommends several layers of remediation when needed at the high school level (*Access 27*). At the college level, two of the Task Force recommendations are to develop alternative ways to teach and deliver remedial education, such as the use of shorter modules rather than semester-long courses and to create pre- and post-course student assessments to show their mastery of material.

UCA Position: Focus additional remediation efforts, especially in literacy education, on pre-k through junior high. Until increased pre-k through junior high literacy education is in place, don't shortchange literacy remediation in college with abbreviated modules.

Certainly there may be appropriate alternatives to the semester-long remedial course in some areas, and some subject-matters may be effectively handled via modules of some kind, but reading and writing instruction, unfortunately, are more complex, and we want to ensure that students are not short-changed if they need help in these areas ("Elementary"). Reading and writing abilities are crucial to success in college and in the workplace.

We believe that more attention should be paid to literacy remediation before kindergarten and through junior high than in high school and college. Literacy education begins long before kindergarten when parents read to their children. Students entering school without that crucial support are at a lifelong disadvantage. Literacy builds year-by-year as the structures of the written word are absorbed through every story heard and read. Reading and writing are learned together. A mother who reads to her child is also teaching the child how words go together to make sentences, how sentences go together to make paragraphs, and how paragraphs go together to make stories ("NCTE Beliefs").

Further, literacy development is a lifelong project. A research policy brief from the National Council of Teachers of English reports, "Moreover, literacy is not a technical skill acquired once and for all in the primary grades. Rather, students develop it over many years, and that development continues well into adolescence and beyond" (*NCTE Principles 5*).

By the time students reach college, they are learning the structures of specialized discourses such as those in their chosen disciplines. The time will have long passed for absorbing the simple structures of sentences. If students are still at those initial stages, and these are the students who require remedial reading and writing courses, they face the herculean task of catching up on years of literacy development in one semester of remedial reading and writing. Students accepted to the university with probationary status may have ACT scores in the single digits. These students are profoundly behind.

We don't want to give the impression that all students requiring remedial work are at the same level. Certainly there are more advanced, but still marginal students who will benefit from some additional practice in reading and writing before they get into their first general education courses. But if these students are sufficiently advanced to require only a week or two of modular work, they could be handled effectively in a regular writing course. Students truly requiring remedial work will need every week they can get during a regular semester to practice.

For the most marginal of students, however, one or two semesters of remedial work will not stand in for a lifetime of literacy development. We have to start earlier.

Workforce Training

Taskforce Recommendation: The Task Force recommends tying education tightly to jobs in Arkansas: "Create new programs where gaps exist and phase out existing programs that are no longer supporting workforce demands" (*Access 37*).

UCA Position: Students should be broadly rather than narrowly educated. Students must be prepared to be flexible, innovative, critical thinkers so they can continually reinvent themselves as jobs phase out and new career paths are created in the state.

The Task Force writes a great deal about preparing students to thrive in a globalized economy. One of the key attributes that leading thinkers about globalization cite as essential to our future success as a nation is our ability to innovate (Friedman, *Hot*; Friedman, *World*; Lanham; Florida). As our nation outsources more and more jobs, students in our state and country will have to develop new ways to prosper.

Innovation requires an education that inspires and enables creativity. Students must be able to draw deep and wide from a multitude of disciplinary perspectives and traditions as material for innovative approaches to every problem our state and country face.

Retention

Taskforce Recommendation: The Taskforce recommends that 10% of university funding be tied to retention. In addition, they "[e]ncourage schools to offer first-year experience courses and study of ways to redesign courses with high D and F rates" (*Access* 33).

UCA Position: Include stronger language about retaining education quality and standards while also increasing retention. We don't want the cultures of quality in our institutions to slip as we all reach for the additional money available for excellent retention.

Works Cited

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- Roebuck, Johnnie, et al. *Access to Success: Increasing Arkansas's College Graduates Promotes Economic Development*. Little Rock, AR: The Arkansas Task Force on Higher Education Remediation, Retention, and Graduation Rates, 2008.

ATTACHMENT 5

FACULTY SENATE RESOLUTION

December 11, 2008

BE IT HEREBY RESOLVED that the Faculty Senate requests that President Courtway make the following recommended revisions to the Budget Advisory Committee (BAC):

Recommendation #1: Modification of the BAC charge

Current Charge of BAC:

- a. The budget of the university has all expenses divided into some ten to fifteen categories. It is the job of the BAC to recommend to the president a distribution for each of these categories with exception of self-funded categories. The recommendation will represent what the BAC feels the distribution should be, reflecting current conditions and new dollars available.
- b. How the resources assigned to each budget category can best be utilized must be the responsibility of the administrator(s) responsible for that area. The BAC may, however, make to the president a second and completely separate list of recommendations regarding concerns within one or more categories.
- c. The BAC may undertake studies and gather information necessary to the accomplishment of the above charge.

We recommend the following modification of the BAC charge to improve the ability of the committee to serve in an adequate advisory capacity.

Proposed Charge:

- a. The vice president of finance should provide a detailed copy of the annual budget to the BAC in August of every year. Furthermore, the vice president of finance should brief the BAC on changes in distributions compared to the previous year's budget. The BAC should analyze the distribution of funds and make recommendations to the university president regarding the annual distribution of budgetary expenditures.
- b. The vice president of finance should provide quarterly updates to the BAC on university revenues and expenditures. The BAC should review these updates and present concerns and recommendations to the president.
- c. The vice president of finance should keep the BAC informed about projections for future revenues and expenditures. Any changes in assumptions that might alter projections in a meaningful way should be reported to the committee. The BAC should review the changes and present any concerns and recommendations to the president.
- d. The BAC has the authority to conduct studies and make inquiries related to university revenues, university expenditures, and the general allocation of university funds. ...

Rationale for revising the charge of the committee (Recommendation #1):

The current committee scope is too limited to help UCA meet its stated goal of improving transparency in the management of university funds. The proposed scope broadens the range of the committee by increasing the volume of

information available to the committee and by increasing the frequency of communication between UCA's financial arm and the other university stake holders.

Recommendation #2: Detailed specification of meeting protocol

We recommend that the meeting schedule and protocol be specified in greater detail to help keep the committee on task in its advisory role. *Currently there are no meeting specifications for the BAC* and we feel that this contributes to the noticeable lack of BAC activity. The following meeting requirements should be added to the description of the committee:

Meetings

- a. The BAC should meet once per month September through April. Members of the committee should be on-call to meet May-August to provide advice on budget alterations that might be considered during the summer period.
- b. When possible, meetings should be convened in person. However, comments on specific issues and votes may be taken by written proxy (including email) if necessary.
- c. The meeting schedule for every year will be established in September and the schedule will be announced to the university community using whatever communication means are considered most likely to reach the broadest possible university audience.
- d. Copies of all BAC recommendations should be presented to the Provost, Faculty Senate, Staff Senate, and Student Government.

Rationale for expanding detail about meetings (Recommendation #2):

One of the primary problems related to the current BAC is the fact that the committee meets too infrequently to provide informed guidance on budgetary matters. Specifying a more regular meeting schedule will help remedy this concern.

Another problem is that members of the university community who have budget-related grievances have few opportunities to express their concerns in a formal fashion. Creating a regular meeting schedule and posting that schedule will provide formal and regular opportunities for comment on the budget.

The problem of transparency is addressed by the requirement to post a meeting schedule and to present all formal recommendations to major stakeholders at the university (faculty, staff, and students).

One final problem associated with the current BAC is the perception that many budget decisions are made during the May-August period when major elements of faculty and student governance are not available. Requiring members of the BAC to be on-call for meetings will help to preserve lines of communication about important budget issues during the summer break period.

Recommendation #3: Revise the membership of the Budget Advisory Committee

Current membership description:

Membership: The budget advisory committee will have the following voting members:

- a. The presidents of the Faculty Senate, Staff Senate, and Student Government Association.
- b. One representative from each college selected from a slate of at least three nominees from each college presented to the President by the Faculty Senate.
- c. Two representatives from Division of Student Affairs, each selected by the President from at least three nominees from the Vice President for Student Affairs.
- d. One member of the Council of Deans selected by the Provost.
- e. The Director of the Physical Plant.
- f. The Director of Athletic Administration.

Members shall serve two years except in categories a, e, and f. The term of three college representatives will expire each year, and one of the student affairs representatives will be replaced each year. Members may not succeed themselves, unless they move from one category to another, e.g., from faculty to the president of the Faculty Senate. The Vice President for Financial Services serves as chair and will vote only in case of a tie. Observer, non-voting members will include the presidents elect of the Faculty Senate and Staff Senate. The Controller, the Director of Institutional Research, the Budget Specialist and a secretary from the Division of Financial Services serve as committee staff.

Proposed membership description:

The committee will consist of eight voting faculty members, one voting dean, three voting staff members, one voting student, and five voting members representing the physical plant, athletics, the library, Information Technology, and the campus police department. The committee will also include as non-voting members the presidents-elect of the Faculty Senate, the Staff Senate, and Student Government. The vice president of finance should attend meetings in a non-voting advisory role to deliver budget reports as required in the committee charge and to answer questions about the budget process. In addition, the BAC should be assisted by a non-voting committee staff consisting of the Controller, the Director of Institutional Research, a Budget Specialist from the Division of Financial Services and a secretary from the Division of Financial Services.

Membership summary

Voting members of the BAC:

- a. The presidents of the Faculty Senate, Staff Senate, and Student Government Association.
- *b. One representative from each college elected by each college from among the tenured faculty in the college. Representatives are elected to two-year terms with (HBS), (ED), and (FAC) electing new representatives in Spring elections of even-numbered years and (BUS), (NSM), and (LA) electing new representatives in Spring elections of odd-numbered years.
- *c. One faculty member elected at-large from among faculty members not working within the six formal colleges. The representative is elected as needed to a two year term as part of an at-large Faculty Senate election (all faculty members are eligible to vote for this representative but the candidate must be a faculty member NOT working within one of the six formal colleges).

- d. Two representatives from Division of Student Affairs, selected by the President from at least three nominees from the Vice President for Student Affairs.
- e. One member of the Council of Deans selected by the Provost.
- *f. The Director of the Physical Plant (or designee).
- *g. The Director of Athletic Administration (or designee).
- *h. The Director of Information Technology (or designee).
- *i. The Director of the Library (or designee).
- *j. The Chief of the University Police Department (or designee).

Non-voting members of the BAC:

The presidents-elect of the Faculty Senate, Staff Senate, and the Student Government Association.

Non-voting advisors to BAC:

- a. The vice president of finance
- b. A committee staff that includes the Controller, the Director of Institutional Research, a Budget Specialist from the Division of Financial Services and a secretary from the Division of Financial Services

Chair of the BAC:

The chair of the committee will be elected by the voting members of the committee from among the tenured faculty represented under category b of the membership. The chair's term extends from August 15 through August 14 of the following year.

Rationale for modifying membership of BAC (Recommendation #3):

The *'d positions in the membership summary indicate revisions in the original membership specifications. These changes are detailed as follows:

(*b.) The process for selecting faculty to serve on the BAC has been simplified. Faculty representatives are now determined by the colleges instead of selection by the president. This is recommended to streamline the selection process and increase the independence of the committee vis-à-vis the president's office (to make it truly advisory).

(*c.) An additional faculty member is added to represent faculty members who are unaffiliated with any of the six formal colleges. This addition is recommended to help represent entities such as University College and Honors.

(*f-*j.) Directors of the Library, Information Technology, and UCA PD have been added. This is recommended because each represents an important unit on campus that needs to be informed about the budget and needs to be able to contribute feedback on budget allocation. These positions have been modified to allow a designee of the Director to serve in the Director's place if necessary. This change is recommended to increase the flexibility of the BAC and help ensure that all important entities are represented on this important committee.

In our opinion, the vice president of finance had too much power on the committee as originally conceived. The vice president of finance already has direct access to the university president via other channels and this undermines the independence of the BAC in its advising role. One of the purposes for having a separate advising committee is to expand the range of commentary and analysis related to budgetary decisions. Having the vice president of finance as chair or as a voting member defeats this purpose.

We recommend that the chair be selected from among the tenured faculty because the protection of tenure will give the chair more independence to set agendas, make controversial budget recommendations, and call for investigations. We feel this independence is essential for the proper functioning of the BAC.