Faculty Senate Minutes

University of Central Arkansas Faculty Senate

Tuesday, October 14th, 2014

12:45 p.m. – Room 315: Wingo Hall

**Attendance:**

College of Business: Kaye McKinzie (2015), Don Bradley (2016) aa, Doug Voss (2017)

College of Education: Shoudong Feng (2015), Jud Copeland (2016), Kevin Stoltz (2017)

College of Fine Arts and Communication: Garry Craig Powell (2015), Jane Dahlenburg (2016), Lynn Burley (2017)

College of Health and Behavioral Sciences: K.C. Poole (2015), Duston Morris (2016), Mitchum Parker (2017)

College of Liberal Arts: Jacob Held (2015), Chris Craun (2016), John Parrack (2017)

College of Natural Science and Mathematics: Rahul Mehta (2015) (George Bratton), Ben Rowley (2016), Lori Isom (2017)

At Large Senators: Debbie Bratton (2015), Art Lichtenstein (2015), Kim Eskola (2016), Amber Wilson (2016), Lisa Christman (2017), Lisa Ray (2017)

Part-Time Senator: Deb Forssman-Hill (2015)

1. Call to Order
	1. Senator Ben Rowley calls the meeting to order: 12:45

1. Comments: President Courtway
	1. President Courtway was delayed so he will miss the meeting today
2. Comments: Provost Runge
	1. Senator Wilson reminds the senate of proper etiquette.
	2. Welcome back Senator Deb Forssman-Hill, winner of the Part-Time election
	3. See Handout: Appendix A below.
	4. Questions
		1. Senator Parker: Centrlaized scheduling- Can you block out areas so you can guarantee access to space when it is needed?
			1. Provost Runge: Yes, that’s what this system should allow us to resolve. Building managers will be able to voice concerns and disputes will be resolved through Provost’s office
		2. Senator Eskola: Does this include all buildings on campus, including the HPER?
			1. Provost Runge: Yes, it includes just about everything. There will be opportunities to designate special use spaces
		3. Senator Craun: Learning community’s space should be considered in terms of special use spaces.
			1. Provost Runge: All people will have a chance to petition to have spaces designated special use spaces to guarantee their programs have access.
3. Consideration of Minutes – September 25th, 2014
	1. Senator Copeland moves, Senator Ray seconds.
		1. Discussion:
			1. Senator Parrack: Response to faculty concerns specifically the response from the Provost regarding faculty and academic administration raises. Skeptical of the numbers.
			2. Correction to Provost Runge’s response. All full time faculty considered into the calculation, the number should be 3.0 not 4.44 percent. Correction taking into account all those that only got 2 percent COLA raises.
			3. Provost Runge: Raises in his office are a response to increased duties.
				1. Burley: so an increase in base salary due to new duties?

Provost Runge: Yes

* + - 1. Senator Parrack: Doesn’t believe the 3.94 percent includes the promotion adjustment. Should be 5.15 percent. [For corrected numbers see Minutes from 10-23-2014]
	1. Vote for minutes as amended.
		1. 6 abstentions, unanimously approved.
1. Report from Committee on Committees – Senator Rowley
	1. Senator Burley moves, Senator Craun seconds to suspend the rules.
	2. Vote on suspension of the rules
		1. Unanimously approved.
	3. Academic assessment committee: BUS and CFAC reps Stephanie Watson and Scott Meador, respectively.
		1. Senator Wilson moves, Senator Morris seconds to approve these names
		2. Vote in favor unanimously approved.
2. Report from Charles Watson, Associate Professor of Mathematics, Faculty Handbook Committee Chairman
	1. Item for consideration: Unaffiliated faculty having a representative on the handbook committee. Reporting their recommendation.
		1. Favor a rep from unaffiliated faculty on the handbook committee.
		2. Senator Rowley: we will wait until next meeting to bring this off the table.
		3. Unaffiliated faculty constitutes about 30 faculty members, library, honors, and library, as well as UC.
		4. Senator Burley: Being on handbook would require them to be tenured, but UC is not tenured. Asked UC if that is okay. Only got one response and felt comfortable with this idea.
		5. Senator Isom iterates that the vote in handbook was unanimous.
3. Comments: Fringe Benefit and Health Insurance Report
	1. Dr. Victor Puleo, Associate Professor of Insurance and Risk Management
	2. Graham Gillis, Associate VP of HR and Risk Management
		1. Going forward we will have online enrollment. Will include a tutorial to help educate employees on their benefits.
		2. Strike last item under voluntary products on the handout.
	3. Questions
		1. Senator Copeland: will UCA still be able to absorb the costs of premium increases in the future?
			1. Provost Runge: Hopefully.
		2. Senator Burley: Is FSA rollover in effect now
			1. Puleo: no, begins calendar year 2015
		3. Senator Craun: are employer contributions limited by government at all
			1. Puleo: Yes, a 3300 max on employee only FSA, 6550 max for family FSA.
		4. Lichtenstein: explain LTD options
			1. Puleo: long term disability-benefits are subject to tax if employer pays the tax on the premium. But if the employee pays the tax on the premiums they will not be taken out of the benefit. Get an income tax free LTD benefit.
		5. Senator McKinzie: Some employees get outside health benefits. They get better elsewhere. Would they pay our premiums, since they are lower?
			1. Puleo: Haven’t looked into or considered this.
			2. Gillis: 89 percent of our eligible employees are in the health plan.
		6. Gillis: benefits fair next Tuesday, 10-2 drop in. All vendors are there as well as community partners. Starts open enrollment.
4. Comments: Strategic Planning and Resource Council
	1. Nancy Reese, Professor and Chairperson of the Department of Physical Therapy
		1. See attachment: Appendix B: SPARC annual report.
		2. NB: 12-14. Highlights of strategic plan from last year.
		3. On SPARC website you can access current actions for this year.
		4. Currently in the middle of the new funding process. Proposals due Oct 24th posted on website Oct 27th. Send comments to SBAC representative. Hearings in November and open to the public. SBAC will deliberate in this into Dec. You can find your SBAC rep through the SPARC website.
			1. Senator Wilson: We always ask for the same 2 percent COLA. Can we approach this in an alternative way? Shouldn’t it be a part of the regular budget process as opposed to a yearly request.
				1. Nancy Reese: There has been much discussion on this. Didn’t want to presume this was always top priority. But this as a routine budget item is on the table as an idea.
				2. Senator Rowley: Re: Faculty Salary review committee. We are working on a comprehensive proposal from faculty and staff.
				3. Provost Runge: Outside of the COLA we also ask for step increased for promotion and advancement every year. This is probably even more of a priority than COLA . Falls in the same category of annual requests, but we should also be thinking about this.
		5. Questions.
			1. Senator Parrack: has SPACR or SBAC considered a long term salary plan to deal with declining standard of living?
				1. Reese: Our role is the funding process and priorities, but the requests have to come from salary review committees (faculty and staff) They should bring these proposals to SBAC.

Senator Rowley: Salary review committee is considering a proposal to deal with “catch up” in terms of cost of living.

* + - 1. Senator Craun: Procedurally, SBAC makes recommendations. Sometime we have additional unexpected money. What role does SPARC play is handing out that money?
				1. Reese: SBAC gives the president 10 priorities in ranked order. The board decides if these are funded in their May meeting. They approve the approved priority list. The amount of money determines how far down the list they can go. Exec committee, president, trustees discuss and determine what they can fund and for how much.
				2. Provost Runge: if we’re talking about a windfall of money to the UCA foundation, then SBAC plays no role. If it’s a windfall from the state (category B funding) it gets shelved. Often this is only one time money. So we wait before we decide to spend it.
			2. Senator Burley: When’s the last time faculty got an actual raise, not COLA not merit or equity?
				1. Reese: Need to address that to Diane Newton.
			3. Senator Isom: Staff slated for 2 percent COLA, reduced to 1 percent by the state. So there was 1 percent extra available. What is happening to it?
				1. Provost Runge: It’s held until staff can get it later.
			4. Senator Isom: How faithful are people to the list of priorities?
			5. Reese: Very faithful, although sometimes they shift the order due to funding.
			6. Senator G. Bratton: In reference to Senator Burley, we used to refer to a raise as an across the board increase. We now say COLA.
1. Report from Faculty Affairs I Committee
	1. Senator Burley: See attachments Appendices C-H
		1. We are low on part time pay compared to peers and aspirants.
		2. Recommend upping part time pay to 3300 for a 3 credit hour course.
			1. Will also affect summer pay. As well as overloads.
		3. Senator Rowley: need to a take it to the faculty salary review committee. Ask to hold off until the meeting on the 30th.
		4. Senator Copeland: Sliding scales based by discipline, is this standard everywhere else?
			1. Senator Burley: Yes, this seems to be standard in Arkansas and for peer and aspirant institutions.
		5. Senator Craun: who decides who our aspirants are?
			1. Provost Runge: They are listed on the institutional research website. Updated about two years ago. Process involved input from the council of deans, but it primarily came from institutional research. They developed a matrix of multiple data points and surveyed nationwide universities that matched us (peers) and others that were ahead of us (aspirants). Vetted by deans and others, approved by the board of trustees.
		6. Senator Christman: Where do we go forward with this? Do we only offer part time raises sporadically, or are they integrated into COLA raises and so on in order to keep up. Want something institutionalized to keep these numbers in line so they don’t fall so far behind again.
		7. Senator Isom: Thanks to Senators Forssman Hill and Burley for their hard work on this.
		8. Senator Burley: raising this salary will help us draw from a better pool of part time applicants.
		9. Senator Parrack moves to refer this report to salary review committee, second Senator Isom
			1. Vote: All in favor save 1 against, approved to send to salary review
2. Report from Faculty Affairs II Committee
	1. Senator Parker: Request to postpone presentation until next meeting please.
		1. Senator Rowley: Approved.
3. Report from Academic Affairs Committee
	1. Senator Craun: Looking at UCA online and online teaching. Put forward a report at the end of last year. But considered it premature. We are meeting both as a committee and as a team with provost and others to work through recommendations that were presented last year. Difference between what this team says and what the faculty committee presents. No report as of yet.
4. Announcements
	1. Next senate Meeting Oct 23rd.
5. Faculty Concerns (***The concerns below reflect the position of the faculty member who submitted them. All concerns are anonymous. They are included verbatim if sent ahead of time or electronically. Comments are paraphrased if presented by a faculty senate member without being accompanied by a written version. The comments below do not necessarily reflect the opinion of any faculty senate member, department, college, or university official. The comments herein presented are unedited. The faculty senate or its agents cannot attest to the veracity of claims made under the “Faculty Concerns” section of the Faculty Senate minutes.***)
	1. Senator Eskola: Reiterate faculty salary concern - merit and equity should be considered separately and presented to departments as separate pools of funding.
	2. Senator Eskola: spring schedule goes live three days before advising of athletes is needed. This leaves little time to prepare for advising these students.
	3. Senator Lichtenstein: 2nd floor of library is fully open again.
	4. Senator Isom: Office of admission director position: will there be a national search?
		1. Provost Runge: yes
	5. Senator Isom: last year in digital matters our grade distributions got appended to our performance indicator automatically. Concerned that grade distribution is not a performance indicator.
		1. Provost Runge: We can look at this.
	6. Senator Parker: Athletics using loud speakers during practice during academic times. It is incredibly disruptive.
	7. Senator Parker: the type of music chosen is out of line with what we are trying to achieve via Title IX. It could be considered offensive, disrespectful.
	8. Senator Rowley: Flu shots, they ran out at the student center. Go to Target, Kroger, Walgreens.
6. Adjournment
	* 1. Motion to adjourn by Senator Ray, second Senator Copeland.

Appendix A

Faculty Senate Meeting

October 14, 2014

Announcements by Steve Runge, Executive Vice President and Provost

1. College of Education Dean Search
	* Michael Hargis, Dean of the College of Business, has agreed to serve as Chair.
	* The following individuals have agreed to serve on the search committee:
	* Melissa Smith (CLA)
	* Donna Wake (COE)
	* Tammy Benson (COE)
	* Stephanie Huffman (COE)
	* Nancy Gallavan (COE)
	* Dan Barrington(COE)
	* Greg Murry (Superintendent, Conway Public Schools)
	* The committee will be charged next week.

1. Campus email
	* IT has been successful in its pilot run of Google Apps for the past month
* The official “go live” date will be announced soon
* Training will be provided
1. Centralized Scheduling
	* Will be managed in the Registrar’s office
	* Becky Rasnick, Registrar, will serve as Project Sponsor
	* Arch Jones, Director of Community Services/Public Information Officer, will serve as Project Manager to manage implementation
	* Implementation Team includes all key areas of campus

Dr. Tammy Rogers, Faculty Representative on initial implementation team

1. Applicant Tracking System (PeopleAdmin)
* Emails to candidates announcing that a search has been completed and the position is filled are standardized and are sent automatically.
* Will be updated to make more relevant to faculty searches.
* Departments are encouraged to send personalized search closing letters.
1. Harrin Hall Renovation Update
	* CFAC Dean’s office moving out of Harrin Hall into a temporary location in Burdick Hall this week.
	* Work will begin to renovate Harrin Hall to accommodate the offices of Athletic Academic Advising, Registrar, Veteran’s Services and additional offices for the Academic Advising Center.
	* The goal completion date for this project is May 15, 2015.
2. SBAC New Funding Requests
	* New funding requests were submitted by all colleges to the Provost’s office last week.
	* A consolidated request from Academic Affairs will be provided to SBAC on October 24, 2014.
3. Announcements
	* Spring and summer 2015 class schedules are due in banner no later than October 20, 2014.
	* Oxford American will be moving off of campus except for one office in Thompson Hall.
	* The Provost of Longwood University will visit our campus this week.
	* Visitors from Ecuador are on campus this week.