

Minutes
UCA Faculty Senate
Tuesday December 11, 2018
Wingo 315, 11:00 a.m.

Attendance:

College of Business: McMullen-p, McCalman-p, Lewis-p
College of Education: McClellan-p, Miller-p, Dailey-p
College of Fine Arts & Communication: Douglas-p, Talbot-p, Hitt-p
College of Health & Behavioral Sciences: Morris-p, Lowder-p, VanHoose-p
College of Liberal Arts: Burley-p, Pauly-a, Willis-p
College of Natural Sciences & Mathematics: Padberg-p, Peppers-p, Chen-p
At Large: Eskola-p, Forbush-p, Shires-p
Unaffiliated: Hicks-p, Wilson-p, Lea-p
Part Time: Richard-a

FS President Mehta-p, FS VP Barnes-p, President Davis-aa, Provost Poulter-p

Guests in attendance: Dr. Jacob Held, Director of the UCA Core; Dean Addison (CNSM); Dr. Ramesh Garimella, Chair of Dept. of Mathematics; Jay Cook, Music; Kimberly Klotz, VP of Staff Senate

Introduction Items:

- I. Comments: President Davis (provided in absentia):
 - A. Regarding a question about the turf on the football field: The turf is not being replaced.
- II. Comments: Provost Poulter
 - A. Returned from trip to China to visit the Confucius Institute. Good conversation with our colleagues internationally about their experiences and the issues they're facing. A positive experience overall. Dr. Zhuang and Dr. Bailey met with East China Normal University. Discussions about continued partnerships and the possibility of increasing number of exchange students.
 - B. Update about the search for AVP for Enrollment Management Services: We are continuing the search. Of the three finalists, two withdrew and one took another position. Will have further updates on search progress in the spring. The job description was written as "until filled" so the ad will continue to run over break and into next semester. Hoping to begin review of applications in February.
 - C. Questions from last meeting about resources for international students over break: Over 200 international students had a Thanksgiving dinner together. The number of opportunities for being taken to the grocery store increased from last year. Host families took in some students. Working on a better website for international engagement and study abroad to more effectively convey resources and info.

- D. Faculty excellence award: Will call for nominations at start of spring semester. Finalists and awardees will be noted at convocation in August. That way, the committee has more time to review, and that way the honor isn't swallowed up in end-of-semester busyness.

III. Comments: FS President Mehta

A. Reminders:

1. Changes in commencement ceremonies: one for graduate students Friday evening and three on Saturday for undergraduates. Shuttle service and disability parking available. See registrar's website for more info.
2. Grades due on Mon. Dec. 17 at noon.
 - a) Sen. Shires: Why are the due dates on different days of the week for fall and spring semesters? Might be simpler to do same days?
 - (1) FS Pres. Mehta: It relates to the timing for closing the semester and getting grades rolled.
 - (2) Provost Poulter: That would be simpler to remember, but not simpler for the registrar's office to manage.

B. Review of recent activities:

1. BOT meeting last week: Expressed support for bond issues and new construction for integrated health sciences building.
2. Last campus talk: gave summary of our activities this semester. Diane Newton will be a guest in early spring to talk further with us about the budget.

- C. Academic Affairs update (Sen. McMullen): Last week we met with five representatives from SGA to get their point of view on enrollment management services. Several themes emerged: difficult to navigate various systems on campus and understand procedural complications related to registration, etc. Issues with advising: happy with faculty but not with advisors in Harrin Hall. Need for transition points (for example, the threshold moving from AAC to faculty is rough, as is the step from LD to UD courses). Social transitions are a concern for them as well. They hear a lot about Greek life but often don't know about all of the other RSOs to help them be well-rounded in their collegiate experience. A need for better communication across the board about which office does what (for example, the differences between Student Accounts and Financial Aid). Subcommittee will meet again tomorrow. Hoping to have a document of recommendations for January.

1. Provost Poulter: request for this info to help with our current work on some of these topics.

- D. Faculty Affairs I update (Sen. Lowder): Met last week. Discussed evaluations from the student perspective as well as how they relate to T&P. Noted that evaluations are inherently unfair to begin with: many variables of bias are present, variations of class makeup, etc. We often agree on what constitutes good teaching, but we don't all agree on how to read, interpret, and weigh evaluations. Considering recommending training for those involved in evaluation of T&P binders so that there's consistency and awareness of all the factors that go into student evaluations. Recommending supplementation with peer teaching evaluations. Recommend revisiting the questions that go on student

evaluations. Encourage feedback on our thoughts so far. Will meet again with Dr. Glenn and Provost Poulter.

- E. Faculty Affairs II update (Sen. McClellan): Have presented talking points to the Provost which are summarized in the report forwarded for this meeting. The report presents our findings on how UCA's vision compares to Handbook, how peer and aspirant institutions handle workload, and data from working group study a couple years back. A working group is being formed now to continue investigating this. Our committee will be ready for a new assignment in the spring.
 - 1. Provost Poulter: The working group should start in Jan.

Invited Guests:

IV. Dr. Jacob Held, Director of the UCA Core

- A. Will be returning in the spring to discuss Core assessment, so just a quick overview on that today. Since the departure of Dr. Combs, Dr. Jonathan Glenn and Alison McIntyre have been working on assessment and keeping the same procedures in place. Assessing Communication this academic year. This semester, started process of recording oral presentations for that rubric of communication to create a random sampling from every CRN for assessment over the summer.
- B. Diversity assessment finished last year. The report is posted on the Core website. Info sessions will be held in the spring to share what the Diversity Evaluative Brief revealed and what we'll be doing with the info (see the handout for dates and times). Data is being processed in Tableau which allows extensive analysis by a wide variety of factors. Not publicly accessible because we don't want it weaponized. Working on a plan to disseminate it to relevant stakeholders so they can make decisions relevant to their units. For example, chairs will be able to see reports from their department but not from other departments.
- C. Evaluating Critical Inquiry in AY 19-20. Spring sessions will give faculty a sense of what we'll be evaluating. Will discuss rubrics, assignment design, collection of student work, etc.
 - 1. Sen. Lewis: I teach a Communication course but never received a survey about assessment.
 - a) Dr. Held: Sometimes people fall through the cracks if they or their courses aren't tagged in Argos. Dr. Glenn will be regenerating lists for spring.
 - 2. Sen. Morris: When will data be available to departments? To me it's unfortunate that there's a perception that this data will likely be weaponized. What does that say about our institutional culture?
 - a) Dr. Held: Discussing that now with Dr. Glenn to figure out best timeline and distribution of who has access to what. My concern is that the data gets to the people who need it.
 - 3. Sen. Willis: Will faculty teaching these courses get their data?
 - a) Dr. Held: Hopefully we'll eventually be able to do that. Chairs will be able to see their faculty's data, deans will see their college data, etc. But one dean doesn't need to see other colleges' data.

4. Sen. VanHoose: Is there a mechanism for investigator driven queries of the raw data?
 - a) Dr. Held: Yes, Core Council for example can generate specific queries.
 - b) Sen. VanHoose: Can faculty researchers evaluate that data?
 - (1) Dr. Held: Would have to talk to the director of assessment.
 - c) Sen. VanHoose: Understand issue of keeping things private, but we also need transparency mechanisms.
 - d) Provost Poulter: From an IRB standpoint could you use that info?
 - (1) Sen. VanHoose: Yes, but there would have to be an IRB review. Could use some of this data as a better predictor of admissions.
 - (2) Sen. McCalman: It would be best if the data were de-identified.
 - (a) Sen. VanHoose: Need a unique identifier, yes, but there can be benefits to knowing identities (though we publish in aggregate). In PT we have a hard time identifying diverse students because we're using measures based on a different population. These metrics could be helpful to us.
- D. Core council voted to lock LD core. The constant flux made it impossible to advise students and keep track of everything. Review process started with Responsible Living, reviewing each course against the standards of that rubric. Requesting data from those instructors and generating reports that go to chairs. Quality control so we can make sure the Core is a scaffolded coherent curriculum, which at this point does not seem to be the case. Can focus on departments that seem to have particular problems. Minutes from the assessment subcommittee are included in the minutes of the Core council, available on the website.
- E. FYS doesn't seem to have a clear identity at this point. Going back to original task force and documents to review what the original goals and objectives were. Working with student representatives to put out a questionnaire through SGA. Do students know when they have an FYS? If so, what do they believe they got out of it? Recognition track for Teaching FYS (see handout) built with CTE. Helps provide support to FYS instructors.
 1. Sen. Burley: Still an ongoing problem that students get to their junior year without an FYS.
 - a) Dr. Held: If students don't take an FYS in their first semester, they're reminded to take it in the following spring. If they forget, there's no mechanism (such as a hold) to make them. If we want to create such a mechanism, we really need to know what our FYS courses are, what they're doing, and what they're supposed to be. Not confident that we have that at this point. Also part of the problem is that they're identified by being at 30 credits and below, which means concurrent enrollment students can slip through the cracks.
 2. Sen. Hicks: When can the Teaching FYS Recognition process be started?
 - a) Dr. Held: Can be started mid year. Contact Dr. Hawkins in CTE. Lots of opportunities to meet the criteria.
 - b) Sen. Talbot: There's a form on the CTE website that you can fill out to get started.
 3. Sen. Hicks: As a resident master I don't get the same kinds of training or get to see the same kinds of information, such as Degree Works. Where can I get more info to help students find FYS courses?

- a) Dr. Held: To identify which classes are being offered as FYS, you actually have to go into the course schedule menus. That's because the selection changes every semester.
- F. Transfer services: Our core is different from every other core in the state, so this poses particular problems for transfer students. Working with transfer services to maximize what counts to help those students towards degree completion.
 - 1. Sen. VanHoose: Why is our core so substantially different?
 - a) Dr. Held: Ours was designed around learning outcomes that were supposed to be fully assessable. Designed to be more than just a menu system. Goal was to make it intentional.
- G. LD Core and Online: trying to find if there's an effective, reasonable, and consistent way that students could complete LD core online.
- H. Website: making updates so that info and resources can be more accessible, organized for faculty.
- I. Office will be moving to Torreyson West 346 as of spring semester.

Action Items:

- V. Approval of minutes from Nov. 11, 2018 regular meeting of the Faculty Senate: Motion to approve with edits to section I.A., Sen. McClellan; seconded by Sen. Wilson. Minutes approved as edited with one abstention.
- VI. Request for two permanent lecturer positions in Dept. of Mathematics (Dean Addison, CNSM and Dr. Ramesh Garimella, Chair of Dept. of Mathematics): The request document lays out clearly the rationale for our need for two permanent lecturer positions to cover teaching needs. We have a pool of strong candidates and these positions would help meet students' needs and departmental needs.
 - A. Sen. Burley: What is the status of lecturers in your department in terms of involvement and decision making? And do you have funding already?
 - 1. Dr. Garimella: Instructors are an integral part. They are voting members on major issues, serve on committees. Already have the funding.
 - B. Sen. Chen: What was the issue with the 2014 numbers?
 - 1. Dr. Garimella: Partly issues of enrollment and having to rely on part-time instructors.
 - C. Sen. Dailey: What is enrollment like now?
 - 1. Dr. Garimella: Included in report. Numbers are steady for current year into future.
 - D. Vote on making recommendation to President Davis for these positions: passed.
- VII. Resolution for Holiday Dinner for Students on Campus (VP Candice Barnes): After last FS meeting, VPs of FS and SS and SGA met to discuss collaboration on various projects for this spring and rolling into next academic year. Mentioned issue of resources for students over Thanksgiving break. President's office, Provost's office, SGA, and Staff Senate all contributing. Holiday dinner and game night. Will help potentially about 150-200 students on campus over this break.
 - A. Sen. Burley: Will it be on campus?
 - 1. VP Barnes: In McCastlain Hall, catered by Aramark.
 - B. Sen. Eskola: Can we use FS funds for this?

1. VP Barnes: Yes.
- C. Provost Poulter: Housing is also doing a lot of work to help take care of these students.
- D. Sen. Lowder: What other resources are available for them?
 1. Sen. Wilson: Library is open as long as campus is.
- E. Sen. Lewis: Which students will this serve? What safeguards are we putting in place to make sure this is serving the students who need it? Scanning ID cards?
 1. VP Barnes: Open to any who can't return home over the break. To let them know there's a community here that cares about them. Some students can't go home for difficult reasons.
- F. Sen. Shires: Who's officially hosting and what do you need?
 1. VP Barnes: Collaboration of several bodies mentioned above. Will be asking for volunteers. Look for form going out this week.
 2. Sen. Hicks: Blast email to campus?
 - a) VP Barnes: Yes
- G. Sen. Shires: Any consideration of pointing students towards food pantry? For students who may need food beyond this meal.
 1. VP Barnes: Not part of this resolution, but I believe those resources will be available.
- H. Sen. Hicks: In future, maybe also work with other mental health resources on campus, so students know more of what's available to them over break.
 1. Provost Poulter: Any student currently receiving mental health services has access to a 24/7 contact system. That continues over break.
 2. FS Pres. Mehta: SGA has passed a resolution recommending mental health language on syllabi.
- I. Sen. Eskola: Maybe for next year also reach out to local churches or organizations who might want to know about these kinds of needs. Opportunity for more collaborative community engagement.
 1. VP Barnes: Definitely something to think about and start working on now.
 2. Sen. VanHoose: Would need to be clear that community partners need to be respectful of the variety of students' beliefs.
- J. Motion to vote on the resolution, VP Barnes; seconded by Sen. Eskola. Resolution passes.

VIII. Constituent Concerns

- A. Sen. McClellan: Update on concern about language in webinar from HC360. Alicia Landry followed up on it. HC360 has contacted the team and they have worked with that coach and are monitoring current and future webinars.
- B. Sen. VanHoose: Constituent's concern about Dr. Webster's position in organizational reporting chart persists.
 1. Provost Poulter: Dr. Webster reports to Ronnie Williams because he is the Chief Diversity Office for the campus. He, in turn, reports to Pres. Davis.
- C. Sen. Lewis: Still some concerns about the clarifying the issue with student evaluation thresholds.
 1. Provost Poulter: Recommend reviewing wording in last meeting's minutes. Direct further questions to Dr. Glenn.

- D. Sen. Chen: With the separation of commencement ceremonies, what is the faculty attendance policy?
 - 1. Provost Poulter: Determined by college. Should be hearing from individual deans soon.
- E. Sen. Dailey: Concern about new BeWell challenge and the setup for earning points for next year. Seems unfair for people who have health conditions that would prevent them from making improvements to their biometrics. Benchmarks for \$30 discount are changing.
 - 1. Sen. Burley: Alicia Landry's point was that wherever you started, you should be able to increase by 5 points. Would recommend we seek further clarification from her.
 - 2. Discussion ensued.
 - 3. Sen. Morris: Request Alicia Landry attend our early spring meetings to provide clarification.
- F. Sen. Willis: Told at our last department meeting that the Provost's office would be limiting phased retirement to one year. Is that correct? It would be out of order, since the timeline of phased retirement is determined by BOT policy 528.
 - 1. Provost Poulter: Must have been miscommunication about that somewhere. My office is not making any changes to phased retirement policy.

Reminders:

- IX. Next regular meeting on Thurs. Jan. 24, 12:45-2:30 p.m. in Wingo 315. Send questions for next meeting's guests, for Pres. Davis, and Provost Poulter in advance to the executives.
- X. Next Joint Office Hours with FS and SS presidents on Jan. 18, 11-12:30 in the library Starbucks.
- XI. Spring planning: no T/Th courses starting at 2:40 pm.

Motion to adjourn, Sen. Lewis; seconded by Sen. McCalman. Meeting adjourned at 12:55 pm.