

Minutes
UCA Faculty Senate
September 28, 2023
Wingo 315, 12:45 p.m.

Attendance: College of Arts, Humanities, and Social Sciences: Mayhew - pp, Mongno - pp, Smith - pp
College of Business: Hill - pp, Horpedahl - pp, Thomas - aa
College of Education: Rice - pp, Shaw - pp, Trumble - pp
College of Health & Behavioral Sciences: Engle - pp, Langster - pp, Rose - pp
College of Natural Sciences & Mathematics: Booher - aa, Chen - pp, Dunlap - pp, Le - aa
Unaffiliated: Hostetter - pp
At-Large: Keith - pp, Okoli - pp
Part-Time: Colbert - aa

FS President Scribner - pp, FS VP Shires - pp, President Davis - pp, Provost Poulter - pp

Guests in attendance: None

Introduction Items:

I. Call to order: FS President Scribner at 1245

II. Comments: President Davis

We are approaching the completion of the first six weeks of the semester. Students are discovering that we are serious when it comes to requiring work and having assignments due. I have no specific updates to report today, but I am happy to answer any questions you may have.

Grants and Research

Let's start by addressing the questions that have come forward regarding grants and research. There are two foci in this area of our university. The first is a post-award focus including payments and compliance. The second is the pre-award process.

Thank you to the College of Natural Sciences & Mathematics for the letter offering a great summation of the challenges that exist. We also appreciate the suggestions offered to improve the processes.

This is an important part of a vital university and for us it has been a challenge for several years. We are looking at about three years of things that will need cleaned up while still supporting new projects.

Any time there are specific examples of things that have gone wrong, it is helpful to us as we work to resolve all of the issues.

III. Comments: Provost Poulter

Grants and Research

Rumor has it that the people in the grants and research department left because we would not allow them to work remotely. This is simply not the case. While it may be true that they were able to secure positions that are mostly remote, those positions are based at campuses with a solid core presence on campus so remote opportunities were available. We are simply not in this position right now.

We are relocating the post-award processes back to finance and accounting. As it is, there are new people there and it took three weeks to close benefits at the end of the year. When you are new, processes take longer and we simply have a great deal of turnover in these areas.

Here are some things we've done to improve:

- We've made salary adjustments.

- We've created a third position.

- We've promoted Elizabeth White to supervisor over post-award grant accounting.

- We are working to address immediate needs (funds, purchasing deadlines, etc.).

We are building a strong community group where people are better able to work together and accomplish the needs of the faculty (grant writers/recipients) in a timely fashion.

We also need to keep in mind that with the looming governmental shut down, we as faculty need to try to get things to ORSP a few weeks earlier whenever possible.

We investigated the processes over the summer to understand where things have gone wrong, causing delays. We are working to get all of that corrected. We will hopefully soon have three grant accountants and two awards specialists who will all be hired together, trained together, learning direct invoicing through Banner, and creating a culture of shared responsibility and communication. Let your recent graduates, or soon to graduate students know about the grant accountant positions. This would be a great first job offering \$45,000/year, plus licensure, and professional development.

Reach out to Kim Ashley-Pauley, Interim Director and Research Compliance Officer at ResearchCompliance@uca.edu or 501-852-7460 for PRE-award questions.

Reach out to Liz White, Senior Post-Award Grant Administrator at ewhite12@uca.edu or 501-450-5499 for POST-award questions.

Q&A

Chen – Two faculty came in yesterday to discuss this. One spent the summer writing and submitted more than two weeks before the deadline but was told that 4-6 weeks were needed. The issue was escalated to the Chair and the Dean, but the result was the same; 4-6 weeks were needed and the submission could not be done. These are cybersecurity faculty (very difficult to get) who are new to the university and must meet the requirements of their position, which include grant submission. The second faculty was applying for the same grant, but they had the support of the office and were able to submit it the day before it was due. Great! But there were numerous errors and submission issues with the website and they ended up not being able to submit. ****These details are to be forwarded to Provost Poulter****

Dunlap – There are problems on the post-award side of things as well. We cannot wait 4-6 weeks for invoice or budget transfers. An example is the receipt of \$100,000 for equipment in our department that we almost did not get to spend because it took six weeks to get the paperwork processed. The money

was on a timeline and had to be spent by a certain date. Another example is INBRE grants which require invoices that cannot wait 4-6 months.

Poulter – We do not want this to impact careers (faculty not being able to get grants submitted when it is required for their tenure), and we do not want this to impact funders' belief in us (we cannot afford to have the reputation of not being good stewards with the funds because of untimeliness). I can assure you; I've already met with the team three times this week. This IS a priority for us.

Scribner – The letter recommends including faculty in advising roles, is this something we're doing?

Poulter – Yes, faculty need to be involved and they are.

Shires – I have a student concern about which I need to ask. Are we getting rid of German as a language offered at our campus?

Okoli – Yes

Shires – Is there any administrative comment about this?

Poulter – We haven't heard anything yet; it is a curricular decision at the college level. It hasn't reached my office yet.

Davis – Whether academic or non-academic units, everyone on campus must make choices of focus. There are hard decisions and we as administration don't micromanage them.

Poulter – The eclipse is April 8th. There was a zoom meeting about it which included a recommendation that we be asynchronous that day. NO DECISION HAS BEEN MADE – despite what the *Echo* says.

IV. Comments: President Scribner

There is some discussion about extending the period in between classes from the current 10 minutes to 15 minutes to accommodate the ever-expanding campus footprint. This is being discussed, but no decisions have been made. A change such as this would require a great deal of work, and the decision would come to Faculty Senate before it would ever actually happen.

Be sure to review the minutes and see where I have added constituent concerns that were received electronically.

Anyone have any additional comments regarding the letter presented from the College of Natural Sciences and Mathematics?

Smith – Grant funded programs for us include K-12 teachers. The month of June selected as a no funds month is a challenge for us.

Keith – In my dealings with students, the length of time it takes them to get money and for me to get money to pay the *Echo* bills is an issue. In the spring, it was at least halfway through the semester before I could pay students for work they did in January.

Dunlap – We have seen delays such as this in other support departments. Do we know why?

A – Davis: Turnover is considerable. Accountants, legal, human resources, IT, these are all in high demand. We are in year two of three hard years for finding help. To Senator Keith – Spring issues were timeliness and priority issues. Other issues are related to turnover. It is a cycle we are in and we need to come out of it stronger.

Lebeau-Ford – What can we do to help when there are issues? We’ve had bills paid late causing shut down issues for some resources we need or offer. We don’t even know who to go to sometimes.

A – Davis: Take those to your Dean or VP and ensure it gets moved to priority. Also, try to be as early as possible issuing notices.

A – Poulter: Specific examples are very helpful.

Mongno – Is anyone in charge of a relational database to see what is due when at a university level?

A – Davis: Invoices are time stamped for arrival, but not for due date.

Lebeau-Ford – Not everything is automatic renewal, some things are decided upon subscription to subscription.

V. Subcommittee Reports

a. FS Committee on Committees – VP Shires

- a. See the attached recommendations for committee members. Those marked with * are to be voted upon today. The others were previously voted. I do have two additional names to add if we can. The first addition will be Anthony McMullen to replace Kaye McKinzie on the Handbook Committee. The second will be to add Keith Corson to the University Research Council.

Motion to suspend rules (Keith – motion, Rice – second, favor – 14, oppose – 0, abstain – 0).

Discussion: Horpedahl – when years are bolded on this document, what does that indicate? Shires – There has been a change or is a discrepancy regarding the roll off date; that is a notation for me to ensure I have the dates correct.

Motion to approve the committee on committees recommendations with the two additions (Mayhew – motion, Hostetter – second, favor – 14, oppose – 0, abstain – 0)

b. Academic Affairs – Senator Hostetter

- a. We have been charged with changing the teaching portion of tenure to teaching and mentorship. We will meet for a second time and have something to report after that.

c. Faculty Affairs – Senator Thomas (reported by Senator Langster)

- a. We were not provided a charge but have agreed to work on the faculty lounge alongside President Scribner. Senator Thomas is drafting the charge to be presented at the next meeting.

d. Diversity, Belonging, Inclusion, and Equity – Senator Mongno

- a. As part of our charge, we are considering how we are known at face value and in scope by the faculty at large. We met with Jeremy Gillam, Director of Governmental

Affairs and External Relations to discuss our charge and seek guidance. Our initial ideas of a committee name change and marketing are pending legislative changes that may or may not occur. We certainly don't wish to have our intentions misrepresented by marketing something that presents differently after policy changes. We will continue with discussions but take no action at this time.

Action Items:

VIII. Constituent Concerns

Chen – My concerns were previously mentioned.

Hill – Building upon the CNSM letter already discussed, the effect on people needs to not get lost. What advice and help can we give those who have been harmed? That is something we should think about.

Chen – Yes, it is already so difficult to find cybersecurity faculty, and now this has happened.

Shaw – I have a concern that there has been a lack of information regarding the BeWell end of the year deadlines for wellness visits. The deadline is October 31st, although we did receive an email earlier today. I do recognize that Moriah Brunner has left and the position is now a part-time one. Still, the communications are distinctly different.

Rice – Regarding salaries, it has come to light in education that new teachers are hired at \$63,000/year and our long-term faculty are paid significantly less than that. Many faculty teach overloads and two summer sessions to make ends meet financially.

Scribner – I'm seeing a trend. Last time we discussed this same phenomenon in nursing. There is no easy or direct answer, but it does continue to be a concern.

Shaw – K-12 education; I took a \$20,000. pay cut to come here with a doctorate from K-12. Now the LEARNS act starts teachers at \$50,000. and we start at \$53,000. if we negotiate well.

Keith – I have email concerns related to clarifications in the faculty handbook with the increasing consolidations leading to assistant/associate chairs. Are they considered part of the tenure process or are they considered administrative? I will forward the concern to Secretary Langster, it has already been sent to Dr. Dooley who is over the handbook.

Dunlap – I have two issues:

1. How do processes work in HR for getting paid? I have a colleague whose PAF was stalled for reasons that are still unclear. It resulted in the first two summer paychecks being delayed. It then happened again in the fall (more likely related to a college error as opposed to an HR or payroll error). Can we not find a way to issue a late check as opposed to having to wait until the next pay period to pay overdue salaries?

2. We are now hiring new faculty in our department at a higher rate of pay than our existing faculty receive. The compression factor is impacting us negatively.

Scribner – We as faculty, as the Senate, must be prepared to keep pushing for ourselves. As we know, administrations change. Dr. Poulter will be replaced next year, at some point President Davis may move on, but we will still be here facing these issues. We need to be the consistent voice of needed change.

New Business:

Shires – I have additional business I neglected to mention during my Committee on Committees report. May I add it on now?

Motion to suspend rules to add new business (Mongno – motion, Dunlap – second, approve – 14, oppose – 0, abstain – 0)

The MLK prayer breakfast committee has a position open for a faculty senator. We need someone to fill this seat. Do we have any volunteers?

Rice – Could you obtain more details about the seat in terms of commitment (time, number of meetings, duties, etc.)? Perhaps with more information a volunteer will come forward. It is difficult to say yes to an unclear expectation.

Shire – I will certainly do that.

Scribner – We will table this for now.

Motion to table the discussion until more information can be obtained (Mongno – motion, Keith – second, approve – 14, oppose – 3, abstain – 0)

Reminders:

- The next regular meeting is on October 10, 2023 at 12:45 p.m.
- Spring Planning: Senators should not schedule Tuesday/Thursday courses during Faculty Senate hours

Adjourn by 2:30 p.m.

(Keith – motion, Rose – second, Unanimous vote of approval)

Constituent Concerns

1. Submitted via Email:
 - a. "Since Assistant/Associate Chair/Director is not listed in the [Faculty Handbook] as an official Administrative position, there's no reference to a faculty member who holds such a position in the Tenure & Promotion procedures. I took the statement in Chapter Three, section VI.C.1 on page 24: "The DTPC will consist of all tenured faculty of the department with the exception of the chair" to mean that a tenured Associate Director

would be included on the T&P Committee as it is their right and obligation. However, Our Director has interpreted the FH to include the position of Associate Director to be an administrative position, and therefore, the faculty member does not serve on the T&P Committee. I don't know if the Director's intention is to collaborate on writing the Director level review, but it seems to me that the FH specifically states that it is solely the Chair/Director's role.

- b. "I am not asking anything be done right now as it is too late in the process this semester, but it would be helpful going forward if the Faculty Handbook could do something to clarify this situation for next year. Is an Assistant/Associate Chair/Director an administrative position where that person cannot serve on a T&P Committee? Is that person supposed to collaborate with the Chair/Director in order to be part of the process?"
- c. "While we are at it, it's always been the case as far as I know that any administrator not involved in the process can serve on their home department's T&P Committee although most usually choose not to do so. There's been some talk that administrators who have been out of the department for a few years should not be allowed to join a T&P Committee. Maybe there could be an added statement in the FH to clarify this so that everyone is clear on that point?"
 - i. I have forwarded this information to Dr. Dooley, chair of the Faculty Handbook Committee. They will investigate the concern and make a recommendation to Faculty Senate.