**Minutes**

**UCA Faculty Senate**

**October 26, 2023**

**Wingo 315, 12:45 p.m.**

Attendance: College of Arts, Humanities, and Social Sciences: Mayhew - pp, Mongno - pp, Smith - aa

College of Business: Hill - pp, Horpedahl - pp, Thomas - pp

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: Chen - aa, Dunlap - aa, Le - pp

Unaffiliated: Hostetter - pp, Lebeau-Ford - pp

At-Large: Booher - pp, 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 1246

II. Comments: President Davis

Two things today:

1. I want to be sure we all understand what it would mean to move to open admissions. It can mean that when a student shows up to class, you don’t even know if they can read. There are NO admission standards. I just wanted to be sure we all know what that means.

2. Salaries – the big picture. Back in the day (FY17, 18 & 19) Faculty Senate had pay as a number 1 priority. ROI was born because of the observations of forecasted decreasing enrollments. Concurrent enrollment in high school along with some other factors caused a decrease in college course enrollments. Community Colleges at this point struggle to even determine what their business model is and much of that is related to the concurrent courses. In addition, as you know, there are fewer 18 year olds. All these things, along with not being willing to move to open admissions, have caused us to need the ROI plan (75% of the budget is salaries). So, how do we address salary demands when we know tuition revenue will decrease? We could never have imagined the increase in inflation post COVID. We have worked toward maximum staffing with dollars that remain to retain and recruit faculty and staff. We are in the second phase of that (one year of three where we set aside 1.92 million to provide three consecutive years of 2% COLA) as we look at FY 24, 25 & 26. The year we are in now may or may not achieve the 1.92 million needed for the 2% COLA, but that’s still our goal. We will likely do that COLA with a progressive spread. State laws do constrain us some, but we can do it. In May 2023, 2% went to everyone.

I’m not blind to the cost of groceries and living. Is this a priority for us? YES – this is why we do ROI. We want to address those real pressures for everyone as best we can. In year three we don’t know if we’ll use a progressive spread or not. It will require BOT approval.

As we head into years building budgets FY27, 28, 29 & 30, we need to turn our attention to an external compensation study for the university. It’s important because they have all the data and can call balls and strikes with no emotion.

Faculty Senate has various committees, and a group doing peer compensation/cost of living comparison would be great. The new provost would value that information as well. They will show up in 2024, but we’ll be talking about FY27-30.

This has been a Faculty Senate priority for a long time, this is why we do it. I bet it will continue to be the number 1 priority (based on the last meeting’s minutes).

Scribner – What are you all hearing from constituents?

Keith – I have a question; we understand state laws have some control here, how do you fit lower paid faculty into the discussion?

Davis – We have a lot of peer comparison data for faculty; it’s harder to get for staff. We didn’t use peer equity the last two increases; we should do it this time. If you all want to provide feedback about preferences for one or the other, we’ll take it.

Poulter – When we talk about the lower paid, you may think “that’s just staff”, but we are talking about any employee paid less than what they need to be. We are talking about the lower paid in each specific group, not overall. I just to be sure that was clear.

Davis – A progressive model would look at faculty and staff paid $75 - $80 thousand or less and provide an increase to them. Because it would be a percentage, not everyone would get the same amount. I think it will work this way. We don’t have final reviews on proposals we’ve made and we have to be certain what we do is legal, so the truth is we don’t exactly know yet what it will look like. If we just give a blanket percentage, it must be across the board.

Trumble – Thank you for sharing information on this, your attention and knowledge about the subject is helpful for us. This speaks to the limitations of the state. Our constituents are concerned with pay, especially clinical faculty. They put out students who immediately hire on to positions making far more than them. It doesn’t seem like a viable business model. We have a non-teaching director position open that pays less than $50K and teachers won’t come out of the classroom for that.

Poulter – We knew it [the LEARNS act and teacher wage increases] would be an issue for us. That money comes from property taxes. We don’t know what will happen, but we are very aware.

Trumble – Also, many faculty, even tenured, work extra jobs for income just to make ends meet. I think that’s why we continue to focus on salary.

Davis – Those inflationary pressures have hit UCA too – anxiety levels are high.

Shire – I hear the same concern. Why would someone choose to work here over higher paid roles? The general compensation for our long existing faculty who have been loyal is demoralizing.

Poulter – That’s one reason President Davis and I agree it’s so important to bring the salary committees to life again and work with outside bodies to do a thorough evaluation to provide a clean analysis. A chance for conflating market and merit. To prepare for the next provost, let us start taking that on and have regular reports back to Faculty Senate so you know what’s going on. I want you to know you’re heard, and I want you to have concrete things to take back to your constituents.

Davis – Another thing, we might say the pressures for our long-standing employees are that we need to prioritize them. So we will ask, what prioritization group is most important? Sometimes we have to make value judgments. It was a value judgment to invest $750K into the health insurance plan to keep rates from going up 16%.

Thomas – I think a missing element exists in the budget communication strategy. The color of money and use. It is not universally known that there are multiple elements; some of which cannot be used for faculty salaries. I’ll help build a chart to help create a clear message so faculty salary wiggle room can be visualized.

Davis – The number one misunderstood budget point is the reserves. It’s one time money – you don’t use it for recurring expenses. Salaries are recurring expenses. We even count year to year employees as recurring expenses. Using one time money gets a university in big trouble. WE WILL NOT DO IT. Budget line item 10 & 11 are what we use. We try to stay in the employee number range of 1320 – 1340, knowing this is what we can pay for.

Lebeau-Ford – I was here in 2009 when we were asked to divvy up any cash we had in our department to help make payroll. I don’t think everyone knew how very dire that was.

Hill – I’d like to ask for a clarification. When you speak of fixed amounts of pay raises, are you speaking of raising the base pay or just a fixed bonus?

Davis – The COLA (2%) is a base adjustment – it’s recurring.

III. Comments: Provost Poulter

Continue to put things into UCA Inform to celebrate colleagues and share news.

UCA commitment – people are excited. Please refer them to the website to have their questions answered. This is because each person is unique, and their circumstances/arrangements will be different. They can get the best information and details from the website.

IV. Comments: President Scribner

Faculty Lounge

I talked to Lori Hudspeth about the money we will be using for the faculty lounge. Please know that the only restriction we have is that however we use it, it is to be available to all faculty. We are well within our parameters to use it for the lounge with all faculty having access to the lounge. This would not restrict staff from use, but we can determine when they are able to use it.

I met with the physical plant and I toured the site. There are some exciting things about to happen. They are going to proceed with putting in the sink for the wet bar/kitchen area, and they are going to use some of the 100-year-old marble from Old Main to face the counter. It will be a cool piece of UCA history. Basically, we have four rooms there, a large gathering space and some smaller, more cozy spaces that we can determine how to best use. We will definitely have coffee and snacks. It is pricey. We’ve looked at faculty images from the past for wall décor, commissioned art, etc. – these are expensive. We still need furniture as well. The card reader for the door swipe entrance alone is $7,000.

Thomas – Is there a less expensive way? Could we have someone unlock the door in the mornings and lock it again at night?

Shires – I would hate to see us restrict the hours.

Rice – I don’t feel a sign on the front of the door restricting non-faculty from entering would be enough to deter people.

Okoli – Our lactation suite was locked, but it didn’t stop someone from looting. I think we need to invest in the badge entrance system.

Engle – We have a faculty lounge and student lounge in our building, they are right next to each other, but the students are consistently in the faculty lounge.

Mongno – A lock with a pass code is only a couple of hundred dollars.

Scribner – Let me explore some other options.

Le – Using the card – would it allow us to identify who enters and how often?

Scribner – It would, I suppose there is a way to ensure that all new faculty have access. Is there a process for this?

Langster – Yes, we have a card entrance on our building, there is a process for this.

Scribner – Senator Okoli has reached out and is working on getting a massage chair for the space.

Mongno – Could we use the space to pay faculty to come and present in the space? I’m just thinking about drawing people in.

Scribner – I like the idea, but I would need to inquire. Also, recognize that it would be very temporary. The money won’t last forever.

Trumble – Can you describe the space again?

Scribner – Yes, and I’ll send you all a copy of the blueprint so you can “see” the layout. There will be a bar/kitchen, a TV space, and three side rooms. We’re working out the details.

Mongno – Can we get local businesses to help sponsor the lounge?

Scribner – I am going to work on that over Christmas break.

Hill – Talk to Chad Hearne (chearne@uca.edu) at the Foundation to set up a tax deductible account for donations.

Mongno – Evo Business Environments hires a lot of our graduates; it might be a worthy effort to contact them as a potential sponsor for the space.

**LITTLE ROCK** 501.244.9696

PLAZA WEST BUILDING <https://www.evoarkansas.com/contact>

[415 N. McKINLEY ST.](https://www.google.com/maps/preview#!q=415+N.+McKinley%2C+Suite+1250%2C+Little+Rock%2C+AR+72205&data=!4m15!2m14!1m13!1s0x87d2a3810c7811fb%3A0x1624fd1ad43dcc15!3m8!1m3!1d212878!2d-92.3379275!3d34.724005!3m2!1i1088!2i779!4f13.1!4m2!3d34.755531!4d-92.344664)

SUITE 1250

**LITTLE ROCK**, AR 72205

Rice – I just want to be sure they don’t put the marble on the counter tops, it doesn’t hold up to stains and we wouldn’t want to ruin it. Marble is very porous.

Scribner – It will be facing, not tops.

Lebeau-Ford – If someone in interior design has the ability to make furniture from books (I’ve seen it done and it’s really quite cool), we have over 8000 books waiting to be retired. We also have solid wood stacks that we’ve kept because they are good wood.

Thomas – These are such great ideas. Can we have a concerted effort to ensure we aren’t accidentally working against each other?

Trumble – Yes, let’s get organized.

Okoki – Not all free stuff is good stuff. I’d be happy to coordinate this effort.

Scribner – We do want your ideas, please share them. We are getting new LED lights installed, that and painting and sink install is happening eventually. The current tenants are still present though.

Thomas – We have a capstone course in project management. They are always looking for great projects to manage and this one might be perfect for them. We would need to talk to the faculty who teaches that course.

Trumble – This is a request. The finished product needs to honor and invite all faculty. Everyone should feel welcome.

Scribner – I couldn’t agree more. I do think we’ll struggle getting people to come. We need attractions.

Hill – Give them a reason to show up. Space utilization is monitored via the access cards, we lose the space if the university needs it and determines we aren’t making good use of it.

Trumble – We could also use that data to find out who doesn’t use it and see if they will tell us why.

Scribner – My vision is to have all be present and break down silos of “colleges”.

Trumble – Faculty Senate Town Halls and such are great program ideas to get people there. Happy hour every once in a while….

Scribner – President Davis can grant us permission to have alcohol on campus.

Le – What?

Scribner – President Davis has to approve the use of alcohol for any event. He can approve we have it.

Le – Always or just for events?

Scribner – I believe it is case by case.

Thomas – Can we get permission to have it there all the time? Just a blanket approval for that space?

Mongno – Whose family owns a winery?

Shaw – Mine.

Mongno – We could consider a sponsorship for that as well.

Scribner – Faculty have brought up the use of the lounge as a faculty and staff lounge. No decisions about that have been made but it is an idea. Talk to your constituents and see what people want. For now, I’d like to assess strengths and weaknesses of the idea of a faculty-staff lounge. Discussion ensues, which creates the below table:

| **STRENGTHS** | **WEAKNESSES** |
| --- | --- |
| Interaction | Tension |
| Morale | There is no other faculty only space |
| Shared experiences with faculty | It’s a small space with >500 faculty |
| Collegiate | Privacy issue for faculty discussions |
|  | Scheduling issues |

Thomas – What is the precedent at other universities?  
Scribner – Mainly faculty only, from my admittedly-small sample size.

Trumble – Baylor had a faculty cafeteria. It was better food and it was nice. They also had a library, etc. that was faculty only.

Thomas – We always have invited access for staff, and that would be good.

Trumble – It would be a benefit to want to stay at UCA – we support faculty having their own space.

Hostetter – I was for it being a shared space to open the community; now I’m wondering about the way it will look to staff. We want administration to communicate clearly with us. How do we message this to ensure staff don’t feel alienated?

Mongno – We have staff who we consider faculty but technically are not.

Hill – In the spring we hired an adjunct, it’s a staff role – faculty work.

Scribner – Let’s face it, we work in a very hierarchical world on a college campus. I’m trying to sort it out.

Okoli – This is the only campus I’ve ever been on that doesn’t have a faculty lounge.

Lebeau-Ford – We (in our building) struggle for private meeting space in an environment where we have more staff than faculty.

Okoli – I think the new Windgate is a perfect example of this; scheduling conflicts exist as people want to be in the new/pretty spaces.

Lebeau-Ford – Have we talk to President Rudd? (Staff Senate President)

Scribner – Not yet.

Thomas – We could be trying to solve a problem that doesn’t exist.

Mayhew – Can we talk about language? The term “lounge” implies a break room. I don’t think that’s what we’re trying to create. At Ohio University they have a space called “Faculty Commons” – words matter sometimes.

Mongno – Faculty Commons with occasional open events.

Le – We have asked for this space, that’s why we’re doing this. We should support a space for staff if they determine they need it too.

Scribner – OK, we will vote on this decision (Faculty only or Faculty and Staff space) next meeting. What do we say to staff senate?

Keith – You just talk to President Rudd as a heads up. We don’t need their approval to determine how to use our space.

Scribner – I love the term “Faculty Commons”, I’ve also talked about naming it after Don Jones who has been the longest-term faculty here.

Rice – There is a protocol for naming buildings/rooms.

Scribner – Perhaps a general name for the space is best and we honor him inside with a picture and plaque on the wall.

Hostetter – I totally agree with the faculty only space. Have we talked to CETAL about their space? They have great faculty stuff there (tenure examples, teaching support, etc.). Would they be willing to put some of that in the commons?

Langster – What if we just let the space develop itself? If we predetermine how it’s used, it may not be used.

Provost Search

I along with faculty from each college are on the provost search committee. We’ve hired an external search group and our first meeting is October 31st. An email will be sent from the President’s office so everyone will know who is on the committee.

V. Subcommittee Reports

a. FS Committee on Committees – VP Shires – no report today

b. Academic Affairs – Senator Hostetter – For the 2023-2024 academic year, our committee will report on institutional conditions directly impacting academic quality in the areas of research, creative activity, and professional development and make recommendations for the improvement of academic support systems throughout the university.

Examples of data we would like to collect from individual faculty across all colleges:

* How much institutional support is available for you to do research, creative activity, and professional development?
* How much institutional support is available for you to pay for and obtain required certifications, professional memberships?
* Must you rely on external funding for research, creative activities, and/or professional development? If yes, what percent does this external funding represent?
* Of the institutional support you receive from UCA, what percent is provided to you and what percent must you apply for?
* If institutional support is provided for you, are the amount of support and the process by which faculty can access it communicated clearly?
* How much time do you spend applying for internal support?
* Have you ever forgone research, creative activity, or professional development opportunities for lack of funding? If yes, how many times?

We hope to use this data to gain a clear picture of institutional conditions and make recommendations so we can move forward in collaboration with the administration.

Thomas – I would suggest that as you create this survey, you do so in a way that allows us to see more than a snapshot in time. Seeing trends is more helpful.

c. Faculty Affairs – Senator Thomas – We pulled the wording from last meeting’s minutes for our charge and feel it is good. We have met several times, we are gathering information and assigning tasks. There are a lot of moving parts right now.

Mayhew – We brought this up last time but didn’t really discuss it. Is it possible to have endowed chairs or external funding to support the faculty at UCA? Has UCA done this before? Is it even an option?

Trumble – I wanted to ask President Davis this but he had to go. Can we have a concerted effort to raise money for faculty, can we do that?

Thomas – Can we ask the foundation about this?  
Hill – ACRE funds a full-time faculty line to fund faculty so we know there is a mechanism for this.

Hostetter – Can we invite Institutional Advancement here to discuss it?

Keith – It would take a huge endowment to fund one faculty.

Trumble – We agree that student scholarships are important, but so are we.

Mongno – I was appalled about the fact that some faculty make less than $50K. It is a problem.

Trumble – The answer isn’t “we don’t like what the state did”, we want them to go to the state and advocate for us!

Thomas – The UCA Now wording says the money is for (among other things) “Faculty Enhancement”. We need to know what that was.

Scribner – I’ve had constituents say: We need to be able to tell our new faculty that they could buy a house here in Conway with that salary. That isn’t true any longer.

Shaw – Social Security received a 3% increase – we’ve gotten 2% and that was eaten up with the increase in insurance costs.

Lebeau-Ford – I’ve been here 16 years and the increases average out to about 1% a year.

Thomas – The cost of living index shows that we are way under water.

Scribner – We do respect that the university has also had an increase in inflation.

Thomas – The message about the budget is NOT clear.

d. Diversity, Belonging, Inclusion, and Equity – Senator Mongno – We are meeting tomorrow with Angela Webster to talk about surveying the faculty. Change is possible. Jeremy Gillam met with us as well.

Trumble – Jeremy also met with our PhD program to ensure we didn’t misrepresent anything. Did anyone see the article in the Echo about President Davis at the state hearing? I was proud of him. He stood up for us. He’s really a great communicator.

Scribner – We appreciate ROI, etc. We just need to know where we (faculty) fit in.

**Invited Guests:** None

**Action Items:**

VIII. Approval of minutes from Tuesday, October 10, 2023 regular meeting of the Faculty Senate

One correct – a Senator who was absent was marked present. Motion to approve with edit (Motion – Keith, second – Thomas, favor – 15, oppose – 0, abstain – 1)

IV. Constituent Concerns

Okoli – This is a concern from last year that is arising again regarding student non-payment. The constituent proposed that UCA reform its policy regarding students with outstanding/overdue bills to allow them to remain enrolled and in attendance in their classes with access to Blackboard materials and instruction through the end of the semester, but that UCA simply withhold their grades and award of credit hours, and do not allow the students to re-enroll for the next semester as long as the bills are unpaid. In the majority of cases the financial issues are resolved before the end of the semester, so the constituent's proposed changes would benefit both the students and the faculty who sometimes have students with instruction and course materials access disrupted, and then resumed when they do pay. This is a more ethical and humane thing to do and in fact what many universities of global status with more international students typically do already.

\*\*\*REPLY FROM SANDRA OTT, DIRECTOR OF STUDENT ACCOUNTS:

“ At the beginning of this year, there was a subcommittee from the Counsel of Student Success that met several times to review the drop for non-payment process. On this subcommittee we had Faculty Senate representation so that we could receive Faculty input on the process. Based on that subcommittee's work, it was decided that we would not get rid of the drop for non-payment process but rather we would work on the communication that was sent to students. This semester the Student Accounts office, along with other offices on campus, really focused on the communication that was sent to students and we were able to reduce the number of students that were dropped for non-payment to the lowest number since Fall of 2013. Since that date, we have also been able to reinstate 44 students back into their classes with them missing very little class time. In fact, we were able to reinstate 26 students by the end of Fall Break.

Le – I received an email about the Freedom of Information Act email that was received by all. Is there anything we can do about this?

Keith – There is nothing we can do about this. They have a legal right to request the information. The university has a legal obligation to comply with the request. Someone is using the law and under that law we cannot ask why. It is interesting and causes discussion, but that’s it.

Thomas – The way it was executed was not all that appropriate. I thought it was spam and almost did not respond. Then when I realized I needed to, I spent a great deal of time searching for any emails – which you can only auto forward one at a time. It was a very time consuming thing. It seemed wasteful.

Le – In the spirit of cost savings and increasing morale, what would be the process of making UCA a four-day work week?

\*\*NOTE FROM PRESIDENT SCRIBNER: I have talked with Provost Poulter about this, and she is aware of this idea. But it still wouldn’t solve the problem of time in-between classes.

**Reminders:**

· The next regular meeting is on November 14, 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, Thomas – second, Unanimous vote of approval)

CONSTITUENT CONCERNS:

1. Submitted Online (10/17/23)
   1. It has been announced that UCA will be removing the Google suite for retired personnel and their UCA email address will no longer function. While it is appreciated that they will have a new email address denoting "retired" in the email address, this presents a huge problem for those who have recently retired and have had many years of service with their original UCA email address. The loss of years of emails/correspondence, and the fact that the address affiliated with the faculty on publications will no longer work are devastating. This is billed as a move for "security", but it seems ridiculously heavy handed and detrimental those who, although retired, are still very active in their scholarly work. Please ask IT to allow for an exemption for our retired faculty who wish to maintain the current functionality of their original email accounts from UCA. Please allow for exceptions/exemptions from the move to the new "retired" email account, or at the very least allow the original account's content to be preserved and have all incoming emails to the original account be automatically forwarded to the new "retired" account.
      1. Reply from Tim Roach, Director of Program Management:
         1. Thank you for submitting your constitutent's concern regarding the decision to modify Google Workspace for our retired faculty and staff. This decision was made after careful consideration and discussions with UCA leadership. The University seeks to balance the needs of our retirees' access to a University email address, specific historical personal and appropriate information related to their work at the University, while also navigating the rapidly changing landscape of information security.
         2. We understand it will take time and support to best manage this change. We have communicated to retired faculty and staff that we will not be making changes to the Google Workspace (other than activating the new @retired email address) until January 1, 2024. We have also provided guidance related to the best ways to save and/or transfer appropriate emails and information from their current Google Workspace as well managing the transition of current email correspondence between now and January 1, 2024. We will continue to provide assistance to our retired population through this transition process.
2. Submitted Online (10/20/23)
   1. Why aren't minutes and agendas posted on FS website? Please post these.
      1. Reply from Dr. Vaughn Scribner, Faculty Senate President:
         1. I am currently working on figuring out how to do this via wordpress (for the Faculty Senate website). I am blundering at best with wordpress, and am scheduled to meet with Mark Heffington, who has offered to help me address this.
3. Submitted Online (10/24/23)
   1. I asked previously about the new duties and salaries for administrators working in Admissions, Student Success, UCA Commitment, etc. I appreciate that a response was reported in the Senate minutes, but it appears that an abundance of of fine detail about reporting lines was provided rather than addressing the central question: What are the salary changes associated with these adjustments in responsibility? This question is particularly important in light of the ongoing discussion regarding faculty salaries. Provide the requested salary information to the Faculty Senate.
      1. I have made Provost Poulter aware of this concern.
4. Submitted Online (10/25/23)
   1. The part time faculty senator should receive compensation because they are not a full time employee. Based on number of hours the commitment entails, $500 per semester seems appropriate.
      1. Provost Poulter replied,
         1. “we do not pay for service.”
5. Submitted Online (10/25/23)
   1. Adjunct Pay should be increased. Take the adjunct pay from fifteen years ago, adjust for inflation and fix.
      1. Provost Poulter replied,
         1. “As for adjunct pay, folks may remember that early in the semester I indicated we wanted to do an analysis of what it would take to (a) raise the adjunct pay; and (b) set a minimum threshold for Visitors, Lecturer/Clinical I, and Assistant Professor. This analysis could play a significant role in the amount of funds available as a whole for base pay adjustments.”
6. Submitted Online (10/27/23)
   1. In the recent *Echo* article about the recent BOT meeting, President Davis acknowledged the impact of inflation and that many faculty and staff experience an "ouch" as they go about their daily lives. This is a typically folksy response but only downplays the realities of what faculty and staff are feeling and makes me wonder whether a $370,000 salary and free housing have caused him to lose touch with how most people are surviving. I hope that is not the case. Everyone is aware of the enrollment and budget challenges the university faces, however the lack of any measurable targets for faculty and staff salary is a failure of leadership and reveals that employees are an afterthought. At best, we will get a shot at whatever the university has left over in each budgeting cycle. This is particularly palpable in the face of the UCA Commitment, an initiative which may make the challenges of addressing employee compensation even more severe. Since FY19, the CPI inflation calculator indicates that the cost of living has increased by 20.1% but our salaries have increased by only 5.1%. That's a 15% pay cut which is worth $7500 for an employee making $50,000 in FY19. This is not sustainable and must be addressed now.
   2. The university needs to create concrete targets for employee salaries and build budget models that include 4% salary adjustments for each of the next 5 years with 2.5-3.0% COLA adjustments and 1.0-1.5% pools for equity.
      1. I have made President Davis aware of this concern.
7. Submitted via Email
   1. Doris Pierce, Director of OARS, submitted this additional language to the previous constituent concern regarding “the lack of support for the graduate faculty with afterhours graduate students”:
      1. “I met with a faculty member who needed the proctor support for four graduate students three weeks ago. I became the proctor for those students.”