

**Minutes**  
**UCA Faculty Senate**  
**September 10, 2024**  
**Wingo 315, 12:45 p.m.**

**Attendance:**

College of Arts, Humanities, and Social Sciences: Mayhew-p , Mongno-p , Craun-p  
College of Business: Thomas-p, Otoo-p , Horpedahl-p  
College of Education: Rice- p, Shaw-p, Trumble-p  
College of Health & Behavioral Sciences: Engle-a, Rose-p , Jamerson-p  
College of Science and Engineering: Naumiec - p ,Le- p, Yarberrry-aa  
Honors: Frank-p  
Library: Lebeau-Ford-p  
At-Large: Keith-p , Mukherjee-p, Spivey-p  
Part Time: one vacancy-

FS President Shires, FS VP Dunlap, President Davis, Provost Hargis  
Guests in attendance: none

**Introduction Items:**

- I. Call to Order: FS President Shires
  
- II. Comments: President Davis
  - Discussed the on-going Salary Study. Provided clarification on the following:
    1. Survey results are not yet complete. Some comparisons were less complicated than others.
    2. The Study will only be comparing higher education and peer-to-peer. Thus, faculty salaries compared to industry will not be a part of this current study.
    3. Amy Whitehead (Chief of Staff) will be attending an upcoming Faculty Senate meeting to provide further updates
    4. Please understand that the Study will not be perfect. It will be used for justification purposes with the DFA(Department of Finance and Administration) when addressing positions and their appropriate salary ranges.
  - Strategic Planning – just a reminder that UCA will be working on a new Strategic Plan. Faculty participation is encouraged.
  - LEARNS Act/DBIE Discussion
    1. President Davis --“There are 10,000 students on this campus, each one different in some way, and we must meet them where they are.”
    2. Jeremy Gillam (Director of Governmental Affairs and External Relations) will be attending the next Faculty Senate meeting with further legislative updates.

III. Comments: Provost Hargis

- Discussion/Update of UCA's grant processes. UCA has a long history of research, and he is dedicated to seeing that all aspects of our grant processes are reviewed, streamlined, and providing the necessary support at all levels.
  1. The Provost emphasized that we are not where we need to be.
  2. All positions in Pre/Post Grant are now filled.
  3. Work will continue in communications, processes, and training.

IV. Comments: FS President Shires

■ General Reminders

1. Full-time faculty can not vote in the upcoming Part-time Faculty Senator election
2. Please encourage the part-time faculty to vote in this election
3. Amy Whitehead will be at an upcoming Faculty Senate meeting to discuss the process and timelines of the Salary Study Implementation Team.
4. Jeremy Gillam will be at Faculty Senate next meeting on September 26<sup>th</sup>. Please send any specific questions you have directly to Jeremy beforehand.
5. Faculty /Staff Senate Executives Collaborative or FS/SS Execs Collab have had their first meeting. President Shires and VP Dunlap met with the President and VP of Staff Senate to discuss items of common interest.

■ Discussion

1. Faculty Senate Minutes - discussion and clarification
2. Draft minutes will be reviewed and corrected, if necessary, by Faculty Senators, before they are available to the campus community.

V. Senate Committee Reports

- Committee on Committees – VP Dunlap reported that nearly all committees are complete.
  - Motion to approve committee appointments (see attached)
    - Motion to approve-Thomas, Seconded by Mayhew
  - Motion to suspend rules for “Late breaking Faculty Senate Committee Appointments (see attached)
  - Motion to suspend-Rice, seconded by Rose
  - Discussion of open positions
  - Motion to approve-Keith, seconded by Rose
- Academic Affairs- Senator Horpedahl will chair -no report
- Faculty Affairs – Senator Keith will chair-no report
- DBIE – Senator Mukherjee will chair-no report
- Faculty Welcome Committee – Senator Thomas would like to thank everyone involved with this project. The committee collected over \$10,000 worth of goods and services for the 45 new faculty members

## Action Items:

- VI. Approval of minutes from April 30, 2024, the last regular meeting of the Faculty Senate.
1. Motion to approve Keith, second by Thomas, Vote: 11 YES, 0 NO, 6 Abstain

VIII. Constituent Concerns –

1. Submitted during the meeting by Senator Keith

The following relates to lab computers in Stanley Russ Hall.

In years past, computers in the labs have been reimaged over the summer and updated software installed. This did not happen in the summer of 2024. Also, the JAMF update that was supposed to be installed over the summer was not done on these computers until after classes started. The JAMF update stalled on some computers, rendering them unusable. Other computers were usable, but Adobe software showed as missing or expired or was the 2023 version of Adobe. The textbook aligns with 2024 Adobe, so what students saw on their screens was different from what is in the book. Also, if students start a project in 2023 Adobe, it will not transfer to 2024 Adobe when the computers are updated, and the students will have to start over. Students who start a project in 2024 Adobe cannot move to a machine with 2023 Adobe to continue their work. Further, although students are told constantly to back up their work and save it on an external drive, if they do not do so and the computers are reimaged, all their work will be lost.

Some computers have been updated for Adobe because some of the individual machines allow faculty to install updates. However, others require someone with administrative access to complete the work. Faculty have put sticky notes on computers to let students know the status of each. The machines still have not been reimaged, which could lead to them running out of memory because of last year's files remaining on the computers. The JAMF install has been completed on all computers.

Having up-to-date, working computers is imperative in these classes, and faculty and students have fallen behind this semester because these matters have not been addressed completely.

2. Submitted during the meeting by Senator Thomas

Senator Thomas stated a concern about communications between students, faculty and the Financial Aid office.

3. Submitted during the meeting by VP Dunlap

While ORSP has made efforts to adjust their processes and is collaborating with other grant related departments to improve their workflow, their communication with faculty applying for grants has been lacking. This has resulted in confusion and mistakes throughout the grant application process and an increased administrative burden on those

applying for grants. We would like to see ORSP involve faculty in the development of their processes. These faculty could then communicate with other faculty about why some processes must be a certain way, and the faculty could help ORSP understand the needs of faculty applying for grants.

**Reminders:**

- The next meeting on September 26<sup>th</sup> will also be our group photo. Please meet at the steps of Wingo prior to the meeting.
- Mark your calendar on December 3<sup>rd</sup> for the Faculty and Staff Senate Holiday Reception.
- Membership on the Faculty Senate does require attendance. More than two unexcused absences could lead to the removal of the senator.
- Spring planning: Senators should not schedule Tues./Thurs. courses during FS hours

**Adjourned by 2:50 p.m.**