

Minutes
UCA Faculty Senate
Tuesday, February 11 at 12:45 pm
Wingo 315

- **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: Shaw-p, Trumble-p
- College of Health & Behavioral Sciences: Engle-p, Rose-p , Jamerson-p
- College of Science and Engineering: Naumiec-p, Le-p, Yarberry-p
- Honors: Frank-p
- Library: LeBeau-Ford-p
- At-Large: Keith-p , Mukherjee-p, Spivey-p
- Part-Time: Brazeal-p
- FS President Shires-p, FS VP Dunlap-p, Provost Hargis-p

- **Call to order:** FS President Shires

- **Approval of Minutes** from Faculty Senate regular meeting, January 23

- Motion to approve -Frank, 2nd -Yarberry
- Vote to approve -unanimous

- **President's Comments:** President Davis

- Legislative Comments -"We are certainly watching as bills are being filed that directly or indirectly impact our work. Some of those bills will get traction, but most will not. UCA will continue to focus on what we do for students as well as, what we value and do well".

- **Provost's Comments:** Provost Hargis

- Strategic Plan update - still in phase 2.
- Building out strategic pillars, using three data sources:
 - What's going on in higher education broadly (external factors)
 - Information pulled from the January 7th working group meeting
 - Information pulled from the collective body of UCA
- Strategic Plan Survey coming out next week on current self-identity and future identity. The survey covers students, faculty and staff.

Please encourage everyone to complete the survey.

- Please invite someone from Central Strategy Team to attend a meeting of your college, department, or unit to share the process and rationale of strategic planning decisions.

- **FS President's Comments:** FS President Shires
 - The annual Vector Training meeting was held this month. The group reviewed past required training, completions by campus populations, and cost/contract. We have carefully considered a plan for next year which is believed to be useful, respectful of employees' time, and bring awareness to important policies and topics, while meeting federal/state requirements.
 - Training opens in June for the 2025/26 year. February is the due date.
 - Spring-only adjunct faculty now have a May due date.
 - Testing out is an option for all courses.
 - We have the ability to customize courses with UCA-specific information.
 - Employees are encouraged to take advantage of the large library of Vector's free courses,
 - A meeting was held with Chad Hearne, FS Pres Shires, Sec/Treas. LeBeau-Ford, Sen. Horpedahl and Sen. Rose. Discussion centered around specifics needed to create a UCA Foundation account designated for Faculty Development purposes (i.e. future Faculty Research Empowerment Grant funds) which can now be part of *UCA Day of Giving*. Donations would hopefully allow for an endowment. Additional discussion helped clarify some information regarding the senate's role in the "Faculty Scholars" scholarship. See the MOU for more information on this scholarship. A small committee of senators will be formed for the purpose of awarding this money.

- **Invited Guests: None**

- **Senate Committee Reports**
 - Committee on Committees: VP Dunlap -none
 - Academic Affairs: Sen. Horpedahl
 - Deadline for the first Faculty Research Empowerment Grant is next week.

- Going forward deadlines will be each semester on October 1 and February 1st.
- Faculty Affairs: Sen. Keith (attachment #1)
 - To be voted on at next meeting, Feb. 27:
 - Resolution 1: Amending the Constitution relating to unaffiliated faculty, the Honors College, and the Library.
 - Resolution 2: Amending the Constitution relating to the part-time senator position.
 - Resolution 3: Amending the Constitution to clarify and clean up language.
 - Voting: Presentation to Faculty Association Feb. 28, Vote March 14
- Diversity, Equity, and Inclusion: Sen. Mukherjee
 - The survey had 114 responses, 60 of which contained comments. The committee will be submitting a resolution based on their findings.

- **Action Items - None**

- **New Business**

1. Elections for next year's senate will be fast upon us!
 Senators, please help to recruit excellent prospects from your college.
 Proposed schedule:
 - Regular Election for College and Honors/Library senators:
 - Friday, March 7 Solicitation of nominees
 - Friday, March 14 Announcement of candidates
 - Friday, March 21 Election Date
 - Regular Election date for At-Large senators
 - Friday, March 21 Solicitation of nominees
 - (Monday, March 31 Reminder: Solicitation of nominees)
 - Friday, April 4 Announcement of candidates
 - Friday, April 11 Election Date
 - Regular Election date for Part-Time senator: TBD
2. Resignation of Sen. Deanna Rice from COE.
 Her letter, which she desired to be included in the minutes, reads:

Hello President Shires,

Last week I was diagnosed with Stage 1 invasive mammary carcinoma. I am not upset or worried, more surprised. I had no symptoms, no lump, no family history. A very small spot was noticed on my diagnostic mammogram. The reason they noticed it was by comparing my yearly mammograms over the years. I say all of this to say, please get your annual mammograms. Tell the women you love to get annual mammograms. I have a 98% chance of being alive in 5 years--I love those odds! It's due to the early detection of the disease.

With a cancer diagnosis comes many things to organize and complete. I am not going to be available for meetings and service requirements of a senator. I resign my position effective immediately.

It was a true honor representing the College of Education on the Faculty Senate. All the best as you continue to make UCA a supportive and exciting place to work.

Kind regards,
Deanna

3. The need to fill this vacancy invokes a Special Election. Sen. Rice ran unopposed, and there were no write-ins. Therefore a Special Election is called to fill the remainder of her term. To be transparent, we should issue a call for nominations directly, and hold this election prior to regular elections. This would necessitate the following schedule:
 - Friday, February 14 Solicitation of nominees
 - Friday, February 21 Announcement of candidates
 - Friday, February 28 Election Date
- Constituent Concerns
 - Payer Matrix problems (Johnson & Johnson refusing to work with them)

Pres. Shires contacted Bridget Fortenberry, AVP of HR & Risk Management. She acknowledged that the first year of working with Payer Matrix was at times rough; she feels things are getting much smoother, and the company is very responsive to concerns/needs. A meeting is scheduled with the company soon and any known constituent concerns will be addressed. Faculty should individually reach out to Bridget ANYTIME there is a problem or concern with accessing

medications or getting them covered by insurance - she can help if she has knowledge of specific situations.

- For the Good of the Faculty (time permitting)
- **Reminders:**
Next regular meeting on Thursday, February 27, 2025 at 12:45 p.m.
Fall planning: Senators should not schedule Tues./Thurs. courses during FS hours or at 2:40 pm

Adjourn by 2:30 p.m.

Attachment #1
FS Academic Affairs Resolutions

Attachment #1

Report of the Faculty Affairs Committee, Feb. 27, 2025

The Faculty Affairs committee received a charge to “Make a thorough review of the current Faculty Senate Constitution and Bylaws, identify needed changes and corrections, and make recommendations.”

Consistent with this charge, we present the following two resolutions regarding amendments to the Faculty Senate Bylaws. These need to be approved only by the Senate.

Following are brief summaries and explanations of each resolution, followed by the full text of the resolutions. In the resolutions, language to be stricken from the Bylaws has a strike thru and added language is underlined and highlighted in yellow.

Resolution 1: Amending the Faculty Senate Bylaws relating to replacement of senators.

This amendment makes two changes, the more significant being the procedures by which vacancies on the Senate are filled.

The bylaws state that if a senator resigns or is removed less than one year into his or her term, the second-place finisher in the election is offered the seat. If the senator has served more than one year, was unopposed, or losing candidates decline to serve, a special election is held. The change is to do away with all of this and just call for a special election if a vacancy exists.

The second change merely moves language regarding when Senate terms begin following a regular election from the section about filling vacancies to the section about regular elections.

Resolution 2: Amending the Faculty Senate Bylaws relating to office positions and Senate funds.

This amendment makes two minor changes to the bylaws.

When the Constitution was amended in 2022 to create the position of webmaster/archivist, the bylaws were not. This amendment adds the webmaster/archivist position to the bylaws.

The bylaws state “The Faculty Senate Constitution stipulates that the reassigned time of the Faculty Senate President come out of these [Senate] funds.” The Constitution does not include this statement and, according to the provost’s office, the president’s reassigned time comes from the university budget and not the Senate’s allocation. This amendment deletes this sentence from the bylaws.

Resolution 1: Amending the Faculty Senate Bylaws relating to replacement of senators.

Whereas, Article I outlines the procedures for the election of senators and Article II outlines the procedures for filling partial-term vacancies after removal or resignation of a senator, and

Whereas, Article II contains language relating to when regularly elected senators take office, and

Whereas, the procedures for filling Senate vacancies provide for instances where a losing candidate in a previous election would be offered a vacant position, and

Whereas, the electoral process should provide all interested and eligible faculty an opportunity to run for a vacant position,

Be it therefore resolved that articles I and II of the Faculty Bylaws be amended to read:

Article I. PROCEDURES FOR THE REGULAR ELECTION OF SENATORS

...

Section 6. A Senator seated in a regular election begins their term on the date of the first called meeting after the end of spring classes or May 1, whichever comes first.

...

ARTICLE II. PROCEDURES FOR FILLING PARTIAL-TERM VACANCIES AFTER REMOVAL OR RESIGNATION

Section 1. Sitting Senators may be removed from their seats by the Faculty Senate Executives after accumulating two unexcused meeting absences in a single semester. In order to avoid this, Senators must notify the Secretary of anticipated absences prior to the meeting.

Section 2. If a Senator is removed or resigns ~~before completing a full year of their term, the candidate who came in second to the resigning/removed Senator will be offered the seat by the Senate President, and so on until the position is filled. If there was a tie for second (or any other) place, the ranking of the candidates will be determined by a random drawing. If none of the candidates accept the seat, a S~~special ~~E~~election will be held, following the same balloting procedures as a regular election.

Section 3. ~~A Senator seated in a regular election begins their term on the date of the first called meeting after the end of spring classes or May 1, whichever comes first; a~~ A Senator seated in a Sspecial election begins their term on the date of the first meeting they attend.

~~Section 4. If a Senator is removed or resigns after completing one or more years of their term, a Special Election will be held.~~

~~Section 5. A Special Election follows the same balloting procedures as a regular election.~~

Resolution 2: Amending the Faculty Senate Bylaws relating to office positions and Senate funds.

Whereas, in 2022 the Faculty Association approved an amendment to the Faculty Senate Constitution creating the position of Webmaster/Archivist, and

Whereas, the Bylaws have not been amended to reflect the addition of a Webmaster/Archivist as a Senate officer and Executive Committee member,

Be it therefore further resolved that articles III and IV of the Faculty Bylaws be amended to read:

ARTICLE III. PROCEDURES FOR THE ELECTION OF FACULTY SENATE OFFICERS

Section 1. Officers are elected in the following order: Vice-President/President-Elect, Secretary/Treasurer, ~~and~~ Parliamentarian, **and Webmaster/Archivist**.

...

ARTICLE IV. COMMITTEE ASSIGNMENTS AND RESPONSIBILITIES

Section 1. The Faculty Senate Committees and their responsibilities are as follows:

The Executive Committee consists of the Faculty Senate President, Vice-President/President-Elect, Secretary/Treasurer, ~~and~~ Parliamentarian, **and Webmaster/Archivist**. This committee populates and charges the other Faculty Senate Committees, advises the Faculty Senate President, makes recommendations for the consideration of the full Senate, proposes amendments to the Faculty Senate Constitution, makes recommendations to the bylaws of Faculty Senate, and creates ad hoc committees as necessary to conduct the business of Faculty Senate.

And, whereas, the Faculty Senate Constitution states that the Faculty Senate president shall be eligible for reassigned time, and

Whereas, the Faculty Senate Constitution does not stipulate how the funding for the president's reassigned time shall be provided, and

Whereas, reassigned time for the Faculty Senate president is funded from the university budget and not from the Faculty Senate budget,

Be it therefore further resolved that Article VIII of the Faculty Senate Bylaws be amended to read:

ARTICLE VIII. SENATE EXPENDITURES

Section 1. The Faculty Senate receives a small yearly budget from Academic Affairs, supplemented by occasional one-time funds from the university. ~~The Faculty Senate Constitution stipulates that the reassigned time of the Faculty Senate President come out of these funds.~~

Respectfully submitted,

Faculty Affairs Committee (2024-25)

David Keith, Chair (At-Large)

Chris Craun (CAHSS)

Sean Engle (CHBS)

Renee LeBeau-Ford (Unaffiliated)

Joe Thomas (COB)

Faith Yarberry (COSE)