



UNIVERSITY OF
CENTRAL
ARKANSAS™

FACULTY
SENATE

Faculty Senate Minutes—08/18/2025

Chris Craun, Secretary

Attending:

Provost Hargis & FS President Dunlap

At Large Senators: Michael Rosenow, Arijit Mukherjee, Phillip Spivey

CAHSS Senators: Paul Mayhew, Lynn Burley, Chris Craun

CHBS Senators: Stephanie Rose, Kristy Jamerson, Darcy Downey

COB Senators: Brigid Appiah Otoo, Joe Thomas, David McCalman

COE Senators: Valerie Couture, Rhonda McClellan

COSE Senators: Faith Yarberry, Garth Johnson

Honors Senator: Adam Frank

Library Senator: Renee LeBeau-Ford

Meeting Begins—11:19 am.

President Dunlap welcomed Faculty Senators to the new academic year and stressed two items:

- 1) She requested senators to pass along any constituent interests or items of concern to the senate, noting that we want to be responsive to the general faculty. She asked senators to pass any such items to the Executive Committee quickly so that the senate could address them or perhaps incorporate into FS Committee charges for the new year.

2) President Dunlap declared that her primary goal for this year is increasing engagement between the Faculty Senate and its constituents. Specifically, she asked senators to reach out to the faculty they represent and ask: "How can we serve and care for you as you work?"

There were several questions regarding the plan to have senators attend the opening meetings of departments across campus. President Dunlap directed senators to a shared Google-DOC as a resource and suggested that brief presentations remind faculty that our official role is to review policies and promote policy changes or updates supported by our constituents (specifically academic and personnel policies). The Faculty Senate also fills and manages faculty committees at the University Level while acting as a crucial line of communication between the Faculty and the Administration. Some examples of our work include instigating the Salary Review process, Reviewing recommendations from the Faculty Handbook Committee, and creating the Faculty Development Grants.

Secondly, these departmental visits should aim to inspire greater faculty involvement with these tasks and solicit input regarding faculty needs. What do they want us to work on for them? Work is under way to create a Google-form so that faculty can anonymously submit this information.

Vice-President Thomas is going to make the Faculty Senate informational handout and Faculty Senate Contact List available for Senators to print off and use at these meetings.

Official Business:

ITEM A: Approval of the minutes:

Faculty Senate Minutes for the meeting on 4/24/2025 (2024-2025 AY) were approved with 11 Yes and 4(7) abstentions

Faculty Senate Minutes for the meeting on 04/29/2025 (1st meeting 2025-2026 AY) were approved with 11 Yes votes and 7 abstentions.

Senate discussed the plan to move approval of minutes to online voting in an attempt to address past frustrations regarding the lag between meetings and minute-publication. Moving to Online Approval of Minutes.

ITEM B: Constituent Concerns:

#1) I would love for the FS or a sub committee to look at the language of non-tenure faculty in the handbook. It has been long overdue and a lot of the language is at least a decade old. Specifically, if we can rewrite the language for Faculty Emeritus status. I can make several arguments about the inequity of non-tenure representation but this particular one does not allow for the university to give recognition to faculty who have retired who have made a huge impact on the university.

a. This item is being passed to the Handbook Committee for review

#2) A recently hired faculty member questioned what role faculty are expected to take in the implementation of student evaluations. If UCA considers these to be important for promotion and tenure, how is the university encouraging students to participate? How many reminders do students receive from the university? Could faculty receive clearer communication about when the evaluation period begins and ends? What ethical guidelines are in place regarding offering incentives for student participation?

a. The following answer is from the Faculty Handbook:

Student Course Evaluations

All courses are subject to evaluation by students. Faculty should encourage students to participate and provide constructive feedback. Copies of all student evaluations should be retained by the faculty member and included in all applications for tenure or promotion. An ad hoc Student Evaluation Committee will evaluate, review, and update the instrument, procedures, and guidelines as necessary. The typical review cycle will be five years.

Membership: a. Director of assessment, who serves as chair. b. One faculty member from each of the academic colleges appointed by the senate. c. One unaffiliated faculty member, appointed by the senate. d. Four undergraduate students, appointed by SGA. e. A graduate assistant, appointed by the dean of the graduate school.

Several Senators pointed out that the required syllabus language, the course-planners supplied by CETAL, and UCA's Academic Calendar include the dates for student evaluations and that presenting that material to students is an important part of spurring their participation. The Ad Hoc committee mentioned in the Handbook is set to meet every 5 years. The senate will look to see when it last met and consider whether it is time for it to reconvene. Furthermore, the Provost is supportive of faculty receiving the same reminder emails that are sent to students so that they can reference these in class announcements. He pledged to look into what his office can do to facilitate greater participation.

ITEM C:

A faculty member asked whether Associate Professors are excluded from the Faculty Longevity Bonus?

- a. The answer is Yes, currently. The senate is requesting that the Faculty Salary Review Committee review this policy this year. Beyond this immediate concern, periodic review of the policy will be a regular part of UCA's administrative practice.**

ITEM D:

There is a need for an official policy regarding the longevity bonus, who qualifies, the schedule of periodic review, and UCA policy for faculty hired before and after any changes.

This information must be clearly communicated to departments in order for them to be open and frank with prospective hires and in discussions regarding tenure and promotion.

- a. The Senate and Provost agreed, but these policies are still being defined during the coming year. Communication will come as soon as possible.**

ITEM E:

Is there a reason that continuing Non-Tenure Track Faculty are excluded from certain things like sabbatical in the Faculty Handbook.

- a. The policies in the Faculty Handbook come from past senates and are all subject to the will of the faculty. The senate will pass any proposal to the Faculty Handbook Committee who may then craft the language and submit it for a formal vote.**

Action Items:

Senator Thomas moved to approve the list of Committee-on-Committee appointments (appended to the end of the minutes). There is no need for a 2nd.

Unanimous approval.

New Business:

The Academic Affairs Committee introduced the following change to the Faculty Senate Bylaws to specifically allow electronic voting for FS minutes. This will be voted on at Sept. Meeting.

Whereas the Faculty Senate Constitution and Bylaws does not describe the process for voting on minutes by the Faculty Senate

And, whereas the Constitution and Bylaws does not provide for electronic voting on minutes

And, whereas it is deemed important to disseminate the minutes in a timely fashion to the faculty of the University

It is proposed that a Section 4 be added to ARTICLE VI. POLICY ON ACCESS TO THE FACULTY SENATE section of the Bylaws that states:

Section 4: Voting On and Dissemination of Minutes

- a. Online voting is authorized for ratifying meeting minutes. Voting must be secure and include only those authorized to vote.*
- b. Members must receive proper notice, no fewer than two business days, of the vote and any materials necessary to make an informed decision (like motions, reports, etc.).*
- c. A quorum must be established for the vote to be valid. The motion passes based on a majority or required threshold of those voting, as specified in the bylaws or rules.*
- d. Once the votes are certified by the Secretary, minutes can be shared with others.*

Discussion ensued regarding the proper balance of detail and brevity. Minutes are not a transcript but should reflect the events and discussions of the meeting. General agreement that the minutes will include the following tagline:

All Faculty Senate meetings are open to the faculty, but you are also encouraged to contact your senators for a more detailed explanation of items in the minutes.

Meeting Adjourned at 12:15.

Faculty Senate Committee Appointments

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Academic Adjustments and Appeals Committee

Sherelle Lee	COB	2028
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Graduate Council

Glenn Jellenik	CAHSS	2029
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Caroline Bivins	Graduate Student	2026
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Honors Council

Lauren Carlton	CAHSS	2028
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Rodney Lippard	At-Large: Chair	2028
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Library Committee

Gizachew Tiruneh	CAHSS	2028
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Teaching Technology Advisory Committee

Jessica Herring-Watson	COE	2028
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Undergraduate Council

Ed Powers	CAHSS	2029
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Faculty Salary Review Committee

Azida Walker	COSE	2028
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University CoC Committee Appointments

Assistance Program for Students with Exceptional Circumstances Committee

Sean Engle	At-Large	2027
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Athletics Committee

Liz DiPrince	Library	2029
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Louisa Moseley	At-Large	2029
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Diversity Advisory Committee

Cindy Lea	Honors	2027
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Health and Wellness Advisory Committee

January Schultz	At-Large	2028
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Housing Exemptions Committee

Katherine Bray	At-Large	2030
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Scholarship Committee

Kiran Mufty	At-Large	2028
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Strategic Planning Committee

John Toth	At-Large	2027
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Jessica Riedmueller	At-Large	2027
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Traffic and Parking Committee

Donna Bowman	At-Large	2028
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Veterans Committee

Phoenix Smithey	At-Large	2027
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