



UNIVERSITY OF  
**CENTRAL**  
**ARKANSAS™**

**FACULTY**  
**SENATE**

Faculty Senate Meeting 11/11/2025

Minutes:

Chris Craun, Secretary

Call to Order: 12:45

**Members Present:**

**President** Davis & **Provost** Hargis

**Senate President** Dunlap & **Vice-President** Thomas

**At Large Senators:** Mukherjee, Spivey, Rosenow

**CAHSS Senators:** Mayhew, Burley, Craun

**CHBS Senators:** Rose, Jamerson, Downey

**COB Senators:** Appiah Otto, Britton, McCalman

**COE Senators:** Buchannan, McClellan

**COSE Senators:** Yarberry, Johnson, Naumiec

**Honors Senator:** Frank

**Excused absences:** Sen. Lebeau-Ford and Sen. Couture

Senator Craun moved to approve the minutes from the last meeting (10/30).

Senator Yarberry seconded.

**Minutes for 10/30 meeting were approved on a vote of 14 Ayes and 3 Abstentions.**

(Sen. Britton arrived after the vote due to class obligations)

**President's Comments:**

**Point 1.** President Dunlap had asked me to clarify the timeline of decisions related to the October Revised Budget and any implications for the Salary Study work. The term "October Revised Budget" is used to capture any changes to the overall budget that might be presented to the Board of Trust at their December meeting. The "October" in that description references the practice of making decisions relative to where enrollment and revenues are as of October 31. As for the Salary Study, we do hope to make some progress in the mid-year adjustments and - as I have stated in a couple of other forums - are modeling what it would cost to bring all faculty and staff below 85% of target to that 85% level. Our modeling shows that it will take approximately \$400,000 of salary and benefit adjustments to bring those employees to 85%, and we hope to be able to do that effective January 2026 and continue making more progress toward 90% with our budget work for July 2026. All funds put toward both of those exercises will come from reallocation of existing budget resources. Reallocation was the source of all \$6.4 million of salary adjustments the last three cycles as we did 2% across the board each year.

**Question from a Senator:** What is the planned schedule for periodic reviews of faculty salaries in the future?

**Answer:** We are awaiting the recommendation of the Faculty Salary Review Committee, but the period will be set soon and is likely no more than every 5yrs.

**Point 2.** Provost Hargis and I are working with other leaders to create a "status document" for our work toward compliance with the ACCESS legislation and any other related state laws and regulations. We expect that this will capture where we stand as we close the fall semester of 2025 and will be something that we can update and complement through the next couple of years as state and federal developments unfold.

**Provost's Comments:**

I only wish to reiterate that I am working alongside the President, Deans, and Chairs to put together a Status Document focused on alignment with state law, including ACCESS, applicable Executive Orders, and Attorney General opinions and guidance, and remind you that a document will not indicate a static reality. We will continue to adapt and respond to State legislative requirements as they develop over time.

**President Dunlap's Comments:**

None

## **Constituent Concerns:**

1. Arkansas Teacher Corps at UA Fayetteville sent emails (attached below) asking faculty to advertise to UCA students a program that they offer, and to note that they would be on UCA's campus to talk to students in the UCA Student Center Ballroom on November 5th. A college of education faculty sent a constituent concern asking, "Why do we allow outside entities that could harm our own programs to promote themselves on campus?" because UCA has a program that directly competes with the UARK program being advertised: "We also have an MAT program that does similar things. If a student graduates with a BIO degree and wants to teach, they can enter the MAT program (Get \$6000/semester in scholarship) and begin teaching on a provisional license. They can earn their Master's and become fully certified in 30 course hours (5 semesters) that are fully online."

**Answer: There are no policies hindering this sort of advertising on our campus. Likewise, we are free to advertise our programs in similar ways at other campuses.**

2. Below are a series of related constituent concerns about graduate students' advising:

- We used to receive an email from the Graduate School notifying us when a new student had been assigned to us. Graduate students can be admitted at any time during the year. However, we no longer receive those notifications consistently; they come through only occasionally. (This inconsistent email notification has been going on for some time, with initial discussion with the grad school during the last academic year).

**Answer:**

**From Michael Mills, Graduate School Dean: I met with Dr. Hill (Chair of CISA) today to discuss this issue, specifically that the email containing an applicant's acceptance letter is not consistently being sent to the assigned advisor. Dr. Hill informed me that this issue has been occurring for at least a couple of years and that the former Computer Support Specialist has attempted to resolve it. However, because a workaround existed for advisors (referring to their advisee list in Self Service), the issue was never fully resolved. Now that Self Service has been upgraded to version 9, the advisee list is no longer available, eliminating the workaround. Advisors need this information as soon as an applicant has been accepted, and I recognize the urgency of this matter. With the assistance of our Computer Support Specialist, Levi Landers, I will be actively**

**working on a resolution within Slate (likely where the issue lies) and will update program coordinators once a resolution has been found.**

- Some of the emails we do receive are incomplete and do not include important details, such as the student's UCA email address, which makes it harder to communicate officially. (This problem is new to me and was just conveyed to the graduate school today).

**Answer:**

**From Michael Mills: This issue is new to me as well, and I assured Dr. Hill that we would address it as soon as possible. We agree that notification emails should include all relevant information for academic advisors. I checked with Levi Landers, the Computer Support Specialist for the Graduate School, and he confirmed that Dr. Hill contacted him about this today. Levi is currently working with the former Computer Support Specialist, Rae Miller, to determine the cause of the missing information. I will be following up with Levi until we identify and resolve whatever is causing this issue. This will likely involve investigating how Banner and Slate are communicating with each other. Notably, Dr. Hill has provided the Graduate School with examples of both complete and incomplete notifications, so we can investigate possible triggers in the automations to resolve this inconsistency. We agree that this is critical and are actively working on a resolution.**

- The advisee list available through Faculty Self-Service is incomplete and therefore not reliable. (Have been in discussions with the Registrar's office beginning in mid-October).

**Answer:**

**Kevin Thomas, VP for Enrollment Services and Student Success: Regarding the advisee list available on the Faculty Self-Service tab, it is likely that recent issues are connected to the transition from Banner 8 to Banner 9. It sounds as though the appropriate steps have been taken with the Registrar's Office to address and resolve this moving forward.**

- For student-athletes, their registration holds are being lifted after advising sessions with the athletic advising office, without direct communication with the student's academic advisor. (This has been an ongoing problem. Athletic advisors do not have all of the same information and experience that

college-affiliated professional and faculty advisors have for specific programs and courses. Undergraduate students usually have time to work around any such resultant issues. However, due to much shorter time horizons, graduate students usually do not have time to work around issues. Students in graduate-level programs should meet with their academic advisors every semester. Meeting with athletic advisors is not sufficient.)

**Answer:**

**From Kevin Thomas: As for student-athletes, they are supported by a dedicated team of professional academic advisors in the Athletic Academic Resource Center (AARC). This team works in close partnership with college-affiliated advisors and the Office of Academic Advising, with both offices housed together in Bernard Hall. The AARC advisors participate in ongoing training and development alongside the university's academic advising team to ensure consistency and alignment in advising practices.**

**Student-athletes are required to meet with their athletic advisor before registration, at which point holds are lifted. During these sessions, degree audits, course sequencing, and program-specific requirements are reviewed. When appropriate, students are referred to departmental or faculty and/or advisors for deeper program-specific discussions.**

**While communication between athletic advisors and departmental advisors can always be strengthened, the outcomes demonstrate a strong and effective system of support. UCA student-athletes currently maintain a 3.11 cumulative GPA, a 90% Graduation Success Rate (GSR), the highest in institutional history, and a 65% Federal Graduation Rate, which is 12 percentage points above the national average. In the past academic year, UCA celebrated 124 student-athlete graduates, 186 student-athletes earning a GPA of 3.5 or higher, and five teams recognized nationally for maintaining a perfect 1000 Academic Progress Rate (APR) over four consecutive years. These achievements reflect the success of our student-athletes and the strong collaboration among coaches, faculty, and advising professionals across campus.**

3. I would like to know how much faculty involvement existed in the decision to shorten finals week from Monday through Friday (with some on the preceding Saturday) to Monday through Thursday. This compressed schedule makes it even more difficult for our students to succeed when they have less time between exams and exams for day classes are (sometimes) scheduled in the evening. Can we please refocus on our students and their success and move back to the full week finals week? If this

was done to accommodate the schedules of administrators who don't want graduation to last all day on Saturday, I will state emphatically that this is the wrong reason to make the change.

**Answer:**

**From Kevin Thomas: the decision to shorten finals week from Monday–Friday to Monday–Thursday was made in conjunction with the shift to hold commencement ceremonies on Friday rather than Saturday. This change was based on several intersecting needs identified through coordination among Academic Affairs, Student Affairs, Enrollment Services and Student Success, and Event Management. I cannot speak directly to the level of faculty involvement in the process, as Provost Poulter led those discussions.**

**The transition aimed to balance faculty, staff, and student scheduling while ensuring equitable access to graduation events for students and their families. In the end, our goal was to provide a seamless event for students to celebrate with their family while doing no harm to the student experience of finals and their academic success. Data analysis indicated that the change affected only a small number of students in terms of exam spacing or scheduling conflicts, and the overall impact on faculty schedules was minimal.**

**We also recognize that many of our students' families work on weekends, and moving graduation to Friday helps reduce travel and work conflicts. Commencement dates are posted as early as possible to allow adequate planning for travel and time off. While any calendar change requires adjustment, feedback from students, families, and many faculty members has been largely positive.**

**Comment from Faculty Senate:**

**FS received a similar concern regarding moving graduations to the Friday of finals week. That comment was concerned about students and their families being able to attend graduation (see Sept. 9 minutes). The response here is similar: finals week was shortened to accommodate Friday graduations, and graduation was moved to accommodate students and families, UCA employees responsible for setting up and running graduation, and students moving out of housing over the weekend. It was not an accommodation for Administrators.**

**We believe the decision to move graduation and therefore compress the Finals' schedule was not undertaken lightly. It was an attempt to serve the greatest number of stakeholders—which is never a perfect solution. FS encourages faculty to document any perceived increase in student performance on finals due to the shortened week. It remains unclear if this is a problem or, if it**

is, the number of students affected. While this is believed to be an uncommon situation, faculty are encouraged to take an active interest in students who indicate they have more than two finals on a given day and to accommodate them if possible.

4. The RSO, Turning Point, is holding an event on campus (Nov. 19). Given the violence that took place at a similar event earlier in the year (on another campus), what actions are being taken for the safety of UCA citizens.

**Answer:**

**UCA Police are actively partnering with the RSO to provide security for this event and ensure the safety of the public.**

**Senate Committee Reports:**

**President Davis left the meeting at 1:16 pm.**

**Committee on Committees**

At the beginning of the semester, President Dunlap charged the committee to draft an organizational guide for Faculty Senate Procedures. In response, Vice-President Thomas presented twenty-seven *potential* Standard-Operating Procedures (SOPs) as well as a 7-phase plan for the FS Exec Committee and the Committee on Committees to collectively shape these SOPs over the next several months before submitting them to the rest of the senate. The FS Exec Committee will begin work on the first two phases immediately.

(Implementation plan is at the bottom of this document).

**Faculty Affairs: Nothing to report**

**Academic Affairs:** Nothing yet to report on their charge to acquire signage (to advertise/promote FS elections). They are working on this task and will include QR codes on the sides to facilitate linking the codes to ballots or other information.

**Former DEI Committee:** Committee revised their resolution from 10/30. See New Business below.

**New Business:**

**Proposed:**

**Faculty Advocacy and Engagement**

**WHEREAS** the success and vitality of our academic institution depends fundamentally on the professional growth, well-being, and engagement of our faculty members;

**WHEREAS** faculty members face increasingly complex challenges in navigating career trajectories, work-life integration, and evolving academic expectations that require systematic institutional support;

**WHEREAS** current institutional structures may not adequately address the comprehensive needs of faculty members throughout their entire career journey; and

**WHEREAS** establishing a dedicated subcommittee will provide focused attention on and advocacy for faculty career development and well-being initiatives;

**RESOLUTION**

**BE IT RESOLVED** that the Faculty Senate hereby establishes the Faculty Advocacy and

Engagement Subcommittee as a standing subcommittee of the Faculty Senate.

**Purpose and Scope**

The Faculty Advocacy and Engagement Subcommittee shall:

1. Engage with Faculty and Report regularly to the Faculty Senate on progress, findings, and recommendations,
2. Monitor and assess the current state of faculty resources and support services across the institution,
3. Evaluate existing programs, policies, and infrastructures that support faculty



engagement, and

**4. Recommend policy and institutional improvements or new initiatives based on faculty feedback and best practices.**

**Accompanying Bylaw Change/Insertion:**

**The Faculty Advocacy and Engagement Subcommittee shall engage with faculty and report regularly to the Faculty Senate on progress, findings, and recommendations. The subcommittee will monitor and assess the current state of faculty resources and support services across the institution while evaluating existing programs, policies, and infrastructures that support faculty engagement. Based on faculty feedback and best practices, the subcommittee will recommend . . . (existing language)**

Sen. Mayhew made a motion to approve both the Resolution and the Bylaw change.  
Sen. Rose Seconded.

**Motion passed with unanimous approval.**

**The FS now has a Faculty Advocacy and Engagement Committee.**

Senator McClellan moved that we vote immediately to remove the DEI committee information from our By-Laws.

This suggestion led to a lengthy debate about the procedural requirements to make such a change. This discussion included several differently formed motions that attempted to achieve that goal, but ultimately the FS Parliamentarian (Sen. Rose) said these actions would conflict with the procedural timeline required by our By-laws as a means to ensure transparency.

Sen. Spivey then moved to push this matter to the Faculty Affairs Committee in order that it could advance through committee at a future meeting after appearing in the minutes. Sen. McCalman seconded. Discussion ensued.

Sen. Mayhew says that we should not send this to committee. Instead, we should propose an amendment to the By-Laws—to appear in these minutes (11/11) before being voted on at the next meeting.

Sen. Spivey mentioned that he plans to present a future resolution that cleans up a lot of the language in our By-laws and therefore wished to stall these changes to avoid having to alter their language later (for conformity).

The vote was called:

**Ayes (to send to committee) 2**

**Against: 13**

**Abstention: 2**

**Motion Failed**

Sen Yarberry then proposed the following resolution:

**Resolution: Amending Bylaw, Article IV. Committee Assignments and Responsibilities relating to the Diversity, Equity, and Inclusion Committee in the Faculty Senate Bylaws.**

**Whereas the Diversity, Equity, and Inclusion Committee no longer exists,**

**Be it resolved that existing language regarding the Diversity, Equity, and Inclusion Committee be stricken from the Bylaws.**

This proposal will be formally considered at the next FS meeting.

At that time, Sen. Frank moved to adjourn. Sen. McClellan seconded. **Meeting Adjourned 2:11 pm.**

## **ADDENDUM: Project to Review and finalize Faculty Senate SOP Manual.**

- Scope:
  - - Assign CoC to review and recommend changes.
  - - Involve Executive Committee for validation.
  - - Establish standardized repository with folder and naming conventions.
- Duration: 8–10 weeks.
  - Deadlines below are tentative.

### **PHASE 1: Initiation and Assignment**

- Timeline: Now
- Responsible: Vice President
- Tasks:
  - - Distribute draft SOP Manual to CoC and Executive Committee.
  - - Assign CoC Review Lead.
  - - Create shared review folder.
- Deliverable: None.

### **PHASE 2: Committee on Committees Review of SOP Manual Handout**

- Timeline: Weeks 1
- Responsible: Committee on Committees
- Tasks:
  - Review each SOP for relevance (not content).
  - Add, del, modify SOPs as recommended (brainstorming)
  - Compile feedback in shared SOP Review doc (shared CoC Google Folder)
  - Deliver CoC Recommendations Report.
- Deliverable: CoC Recommendations Report submitted to CoC Chair/VP.
- Due: 1 week (18 Nov 2025)
- Addendum: CoC Chair will schedule a CoC Zoom mtg to discuss.

### **PHASE 3: Executive Committee Review**

- Timeline: Weeks 1
- Responsible: Executive Committee
- Tasks:
  - Review CoC recommendations.

- Validate officer-related SOPs.
- Approve or amend recommendations.
- Deliverable: Finalized SOP Manual Outline (v2.0).
- Due: 27 Nov 2025

#### **PHASE 4: Document Infrastructure Setup**

- Timeline: Weeks 2 (parallel w/ Phase 1 & 2)
- Responsible: Web Archivist, Secretary, CoC Chair/VP
- Tasks:
  - Create Faculty Senate document repository.
  - Apply folder structure and file naming convention:
    - YYYY-MM-DD\_[Entity]\_[DocType]\_[ShortDescription]\_v#[.ext]
- Deliverable: Standardized repository configured.
- Due: 27 Nov 2025

#### **PHASE 5: Final Review and Adoption**

- Timeline: At last FS meeting this Fall
- Responsible: Faculty Senate
- Tasks:
  - - Distribute final draft for review.
  - - Present for discussion and approval.
  - - Upload approved version to Faculty Senate site.
- Deliverable: Approved SOP Manual (v3.0).
- Due: intime for last FS meeting in Fall 2025

#### **PHASE 6: File and Folder MX & Archival**

- Timeline: Spring 2026
- Responsible: Web Archivist, Secretary, CoC Chair/VP
- Tasks:
  - Begin arduous process of finding, saving and renaming, FS documents to new file structure:
    - WordPress only documents
    - Meeting Minutes w/ attachments
    - Constitution and ByLaws
  - Update Faculty Senate on progress (CoC/VP and schedule mtgs).

- Deliverable: None.

## **PHASE 7: Follow up and Continuous Improvement**

- Timeline: At last FS meeting in the Spring
- Responsible: Web Archivist & Secretary
- Tasks:
  - Conduct post-project review (CoC Chair/VP)
  - Schedule annual SOP review (SOP 20).
  - Maintain Record Log and version control.
- Deliverable: Annual SOP Review Plan and Record Log update.