



## Faculty Senate Meeting Minutes

Friday, April 10, 2015

1:00 PM until Adjournment

### DSC B&C

*Present:* **CALS**— Cheatham, He, LeGrand, Merrick, Seo, Maguire, Ecke, Street, Finzer (alt. for Amrhein), Anson, Douglas, Kyong-McClain, McAbee **CB**— Funk, Mitchell, Henden, Farewell. **CEHP**—Benton, Kuykendal, Layton, Vander Putten, Carmack, Evans, Faust, Hayn, Thomas. **CSSC**— Jensen, Giese, Giammo, Craw, Golden, Scranton, Matson **CEIT**— Anderson, Jovanovic, Tramel, Tschumi, McMillan. **LIB**— Macheak. **LAW** - Fitzhugh **EX OFFICIO**— Anderson, Toro, Wright.

*Absent:* **CALS**—none. **CB**— none. **CEHP**— Prince. **CSSC**— Rhodes, Hawkins (alt). **CEIT**— Bayrak. **LIB** — none. **LAW**— Aiyetoro, Boles. **EX OFFICIO**—Ford, Morris, McNeill.

#### I. Welcome and Roll Call

The meeting was called to order at 1:02 pm. Secretary McMillan called the roll

Tschumi raised a Point of Order questioning whether the constitutional requirement for agenda notification was met for this meeting and the 3-13-15 Faculty Senate meeting. President Wright referred the matter to the Faculty Senate Assembly. The Faculty Senate rejected the Point of Order by a show of hands (ayes 9, nays 24).

#### II. Review of Minutes

A motion to approve the minutes as distributed was made by Faust and seconded by Tramel. The motion passed by unanimous voice vote.

#### III. Announcements

President Wright announced the Faculty Excellence Awards presentations will be held next Thursday evening at 5:30 in the EIT Auditorium with a reception following in the EIT lobby. He also announced the results of the most recent census. Elections of Senators for the FY 15-16 year will be based on this census.

#### IV. Introduction of New Topics (2 min limit, no discussion)

Maguire suggested the Senate congratulate the UALR Women's Basketball team on their success this season. President Wright suggested we formalize that for the May Senate meeting.

## V. Reports

### A. Chancellor's Report – Joel Anderson

Chancellor Anderson commented briefly on the Woman's basketball team, and announced the hiring of our new Men's basketball coach, Chris Beard. His report covered an overview of actions by the Arkansas Legislature and information on the coming health insurance increases. On the Legislature - Higher Ed was protected by the administration, with no decreases in budget. However, 1% of all Higher Ed budget was moved to category B – means that category A must be funded first with taxes before category B can be spent. This equals ~600,000 plus that will not be able to be budgeted next year. The move to change the funding stream for both UA System Law Schools was successfully resisted. Joanie Lee (Chief Government Liaison) worked night and day to protect the institution at this session. On the gun legislation, Rep. Collins (the bill's sponsor) pushed it until the next to the last day of session. It never got out of Senate Judiciary Committee. We were concerned right to the end. The press for that legislation will likely be even stronger in the next session.

On Health Insurance – we received information that on March 1 the health insurance costs will go up \$328,000. That is a big increase. We made a decision that we would absorb that until the end of this fiscal year. Our health insurance is UA System-wide plan. At UALR, there have been no increases in premiums since 2003 (for the Classic plan). The institution has experienced steady increases for the past 12 years, but has not passed it on to employees (for the Classic plan). In April 2014 and from that point forward there have been significant increases in large claims (e.g. premature births, renal disease, cancer) resulting in a total loss for the year of ~\$15 million. Current UALR costs to employee are lowest or close to lowest compared to several given examples. Options for increasing premiums are being looked at – 3 options. The bias is toward lowest rates for employee only and employee plus children. This coverage of employee or employee plus children removes subsidies for spouses who (it is assumed) can get insurance through their own work. The employee plus children rate is to benefit the single parent. The Chancellor would like feedback still on health insurance changes. This is not good news – but UALR insurance has been generously supported, is a good plan in general and will remain among the best economical plans even with the increase.

Questions?

Jovanovic – are these premiums per pay period or per month

Chancellor Anderson – per month

Jensen – this does not present the hidden costs - the co-pays, which have gone up

Chancellor Anderson – True. Co-pays are beyond UALR control

### B. Provost's Report – Zulma Toro

The Provost's report covered academic planning and a few other things. She has met with small faculty groups and small groups of Chairs. On how to improve faculty morale – the most common suggestions included more faculty involvement in administrative decisions, making and communicating decisions

in timely manner, showing appreciation for faculty, and not making faculty the only ones responsible for the drop in enrollment. On what can the administration do more or less of – suggestions included communicate, communicate, communicate, develop a branding effort, market UALR and its programs, hold Provost meetings with Department Chairs and Departments, identify duties that are currently done at the Department level that could be done at the College level, hire recent graduates as recruiters, work with the 2 year community colleges, add a day care, add student family housing.

Actions that are underway include developing webpages for all task forces that have been working since the Provost started at UALR. The Department chairs will be part of the summer retreat with Deans, faculty will meet with facilities management, enrollment management to discuss issues, notes from Dean’s council will be posted on a webpage and we are working toward more administrative support for the Departments from the Colleges.

The final recommendations for academic planning will go to the Chancellor early next week. He will review and he may make decisions by the end of the semester.

We have had 6 site visits this year for 6 program reviews. Academic program reviews. She is happy to report that the preliminary reviews are very positive. As always, there are areas we need to work on, but the initial reports are very positive

On initiatives to increase enrollment – we have implemented a flat rate for fully online programs, we are undertaking a marketing campaign for online programs, the graduate incentive scholarship is continuing, and we have instituted a follow-up process for those students who should have, but did not re-enroll semester to semester. This follow-up process is to move calls to those students to the academic advising center. We moved the timing of registration for fall, (she apologized for the way it was done). We instituted a call to students as soon as the student enrolls. We have signed 2+2 agreements with community colleges, we have a liaison at those community colleges on a weekly basis, we are increasing concurrent enrollment, making changes to orientation day and developing partnerships with employers in the Texarkana area.

On the Quality Initiative effort – she appointed 2 new teams –1) Systems and 2) Analytics. Membership for the Systems team is based on technical expertise (chaired Nathan Nolan). Aninda Ghosh is chair of Analytics team – this team has representatives from each college and Undergraduate and Graduate Councils.

**C. Council on Core Curriculum and Policies – Belinda Blevins-Knabe**

The report will be on the website. The Core Council asked all departments to submit a report for all core courses. We were happy that we got reports from all. I know you are all busy. Thanks to everyone.

Assessment software vendors have been invited to campus. We want to invite anyone who is interested to the last session with a vendor next week.

**D. Undergraduate Council – Mike Tramel**

Report as submitted

**E. Graduate Council – Kent Layton**

Report as submitted

**F. Ad Hoc On-line Committee – Lisa Sherwin**

Denise LeGrand reported for the Ad Hoc Committee. The committee developed a resolution that was passed by the Faculty Senate. Work is underway on a centralized place for faculty support. Key areas for faculty development are being identified. Legislation is being prepared on class sizes based on best practices and other online university practices.

#### G. Planning and Finance Committee – Rosalie Cheatham

The committee received the Provost's report on Academic Planning on March 6. The initial deadline for the response was March 20, but was extended to last Friday. The committee met to develop a plan and process. The approach was to (1) take each of the 20 recommendations and apply a dashboard style evaluation (1- looks good, 2- caution, 3 - red flag); (2) comment on each of the general recommendations; and (3) spent time discussing the college specific requirements. It became clear that the committee was not in the position (because of the make-up of the committee) to make thorough comments on the college specific recommendations.

Quick overview of comments in the report: On Instructional Load – the recommendation should be quantified in terms of IU's, as the IU policy states and focused on a move toward enforcing or upholding the Roles and Rewards report. Clearly instruction is what we are here for, but it is different in different places and we must uphold the Roles and Rewards policy. On the reduction in lecturer budget - it should not be an across the board reduction. It should be based on case-by-case basis that takes into consideration reality in the departments. On synergies between colleges/departments - working together is important, but there needs to be incentives and buy-in for students and faculty. On using the Dashboards – using metrics is not a bad idea, but we do not have confidence in data on this campus. We need to have implementation of data validity before we use the dashboard or any metrics. Data and criteria need to be shared openly, departments need to be able to comment. On increasing partnerships/concurrent enrollment – sure, why not? But there are concerns as to how these decisions are communicated. The process needs to include the affected units in the decisions. On marketing, increasing non-credit course offerings... These things also cost money. You need to spend money to make money. Who does this impact and how?

One thing that did come out of one of the meetings with the Provost was a discussion on the Summer Salary policy. The Provost agreed that averaging costs and revenue on a unit basis instead of an individual instructor basis was a better way to proceed.

Comments on College specific recommendations – timing was an issue for these. Many of the recommendations came from meetings that took place in the fall. Many might not have known that that information was going to be used in this process. For years we have benefited from a back and forth process from faculty chairs, deans, to the highest ranking administrators and then back down the chain of communication. That does not seem to be happening now. Engagement helps with buy-in.

Questions –

Anson – was the averaging by unit for summer salary discussion turned into a policy?

Toro – Yes. A memo clarifying that went out to deans.

#### VI. Old Business

None

## VII. New Business

### A.

- i. Motion FS\_2015\_16. Faculty Senate Executive Committee (Legislation. Majority Vote at Two Meetings – first vote) Modify Membership of FGC (no second required)

*Whereas* the Faculty Governance Committee should include both continuity of experience in handling governance matters *and* representation extending through all parts of the university; and

*Whereas* the Faculty Senate Executive Committee already has many duties; and

*Whereas* the population of past presidents fluctuates and may not be large enough to carry the load required for good functioning of this committee;

***Therefore be it resolved that*** the composition of the Faculty Governance Committee be changed in the following manner:

Faculty Governance Committee: This committee acts to facilitate faculty governance and to insure that governance documents and policies are in accordance with all campus and University of Arkansas Board of Trustee policies. It monitors the Faculty Handbook insuring that approved changes are promptly and accurately incorporated into the Handbook. The committee shall establish cycles of review for the Handbook and all faculty governance documents from academic departments and schools and colleges. In the event a governance document does not reflect current campus policy(ies), the committee shall inform the unit(s) involved and assist the unit in developing needed modifications as feasible. The committee shall develop for approval by the Faculty Senate and Chancellor a generic college and a generic department governance document to be available for use by a newly created academic unit.

In the event such a new academic department or college is created, this committee shall assist the new unit(s) with the development of governance document(s). Until such new document(s) is/are created, the new unit shall operate within the framework of the generic governance document provided by the committee.

The committee shall consist of ~~the officers of the Faculty Senate and all past presidents of the University Assembly who do not hold administrative appointments above the level of department chair.~~ one member of the Faculty Senate Executive Committee elected by the Executive Committee; one past president of the University Assembly who does not hold an administrative appointment above the level of department chair, elected by the past presidents; one member from each college/school represented in the Faculty Senate appointed by the University Assembly Committee on Committees; and one Faculty Senator elected by the Faculty Senate.

- ii. Substitute Motion FS\_2015\_16. Faculty Senate Executive Committee (Legislation. Majority Vote at Two Meetings – first vote) Modify Membership of FGC (no second required)

*Whereas* the Faculty Governance Committee should include both continuity of experience in handling governance matters *and* representation extending through all parts of the university; and

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Faculty Governance Committee: This committee acts to facilitate faculty governance and to ~~insure~~ ensure that governance documents and policies are in accordance with all campus and University of Arkansas Board of Trustee policies. It monitors the Faculty Handbook insuring that approved changes are promptly and accurately incorporated into the Handbook. The committee shall establish cycles of review for the Handbook and all faculty governance documents from academic departments and schools and colleges. In the event a governance document does not reflect current campus policy(ies), the committee shall inform the unit(s) involved and assist the unit in developing needed modifications as feasible. The committee shall develop for approval by the Faculty Senate and Chancellor a generic college and a generic department governance document to be available for use by a newly created academic unit.

In the event such a new academic department or college is created, this committee shall assist the new unit(s) with the development of governance document(s). Until such new document(s) is/are created, the new unit shall operate within the framework of the generic governance document provided by the committee.

The committee shall consist of ~~the officers of the Faculty Senate and all past presidents of the University Assembly who do not hold administrative appointments above the level of department chair.~~ one member of the Faculty Senate Executive Committee selected by the Executive Committee; all past presidents of the University Assembly who do not hold an administrative appointment above the level of department chair and who are willing to serve; one member from each college/school represented in the Faculty elected by the faculty of the college/school to serve three year, staggered terms.

**Commentary:** There was some desire to make sure that a larger representation of past presidents was allowable, while retaining the flexibility so that election to president does not result in a life-time appointment to this committee. The word “insure” usually only applies to financial institutions, so the correct usage in this instance is “ensure.”

The motion was introduced and moved by Matson.

Pres. Wright asked for substitution with no objection for FS 2015-16, hearing no objections, he asked for discussion on the substitute motion

Evans – In the substitute motion, the election of a Senator by the Faculty Senate is not included.

Wright – It looks like it got dropped off in the editing.

Evans made a motion to amend and add back in ‘and one Faculty Senator elected by the Faculty Senate’

No further discussion and the motion to amend was approved by unanimous voice vote.

Douglas – does this only include one past president?

Wright – no, that was the original motion, in the substitute motion, they get to choose

Jenson – Do we go back to the original motion if this does not pass?

Wright – no, it was made as a substitution without objection

Macheak – is the Library included? The library is not a school or unit

Macheak made a motion - a friendly amendment to add a representative from the Library  
Wright – we accept as a friendly amendment to add one representative from the Library  
No further discussion

The substitute motion, as amended, was approved by Motion by unanimous voice vote

**B.**

- i. Motion FS\_2015\_17. Faculty Senate Executive Committee (Legislation. Majority Vote at One Meeting) Modify Changes to Withdrawal Date (no second required)

Whereas there have been changes in the withdrawal date in the past two academic years due to inclement weather, and

Whereas there have been several changes in other calendar dates during the academic year, and

Whereas the Constitution delegates legislative authority over Calendar and Schedules to the Faculty Senate, and

Whereas the need to make changes may not be able to wait until a regularly scheduled Faculty Senate meeting, and

Whereas the current language in the Drop Policy restricts to a signed form which must be physically presented to the Office of Records, and

Whereas the term “drop” is a colloquialism that should not be reflected in university policy, and

Whereas there are several Faculty Senate policies related to Calendar and Schedules which are buried in the Faculty Senate archives,

Therefore Be it Resolved that the title of Policy 404.11 shall be changed to “Calendar and Schedule Policies”

And Be it Further Resolved that all existing Faculty Senate legislation on Calendar and Schedule policy be added to this policy with appropriate correction to the revision history as they are rediscovered,

And Be it Further Resolved that the drop date policy be changed,

Withdrawal Date

A student can ~~drop~~ withdraw from a course up to the 5th day of classes through the schedule change process. ~~Dropping~~ Withdrawing from a course in this time period will not result in a record of the ~~drop~~ withdrawal on the student’s transcript. From the 6th day through the 41st day of classes, a student wishing to ~~drop~~ withdraw from a class obtains acknowledgement from the course instructor ~~a signed acknowledgement of the drop~~ and completes the course ~~drop~~ withdrawal process by submitting the ~~form~~ acknowledged request to the Office of Records and Registration. A student cannot withdraw from a course ~~Courses cannot be dropped~~ after the 41st day of classes. The cut-off dates in this paragraph refer to the day of classes in a 15-week semester (five days=one week). In shorter semesters the cut-off dates will be adjusted proportionately. ~~See the “Academic Calendar” for course drop dates.~~

And Be it Further Resolved that the paragraph be added,

Changes in Calendar Dates

*During an academic semester, the Faculty Senate Executive Committee may legislate changes to calendar dates for that academic semester on behalf of Faculty Senate.*

And Be it Further Resolved that the paragraphs be added at the end of the Policy,

*Citation and Modification*

*This policy must be cited in curricular documents that excerpt it (such as the Undergraduate Catalog) and the Faculty Senate Executive Committee (or their designee) should review those documents before they are finalized. Wherever there is a substantive conflict between the document which quotes this policy and this policy, this policy shall be followed.*

*The policy can be modified through legislative action of the Faculty Senate (see Article III of the Constitution of the Assembly of the University of Arkansas at Little Rock).*

And Be it Further Resolved that the custodian of this policy shall be the Faculty Senate,

And Be it Further Resolved that the source be changed to Faculty Senate Minutes (3/13/2015),

And Be it Further Resolved that the revision history be 3/30/2012; 3/13/2015,

**Commentary:** After modification, the Policy would appear as shown in Attachment 1.

- ii. Motion FS\_2015\_17. Faculty Senate Executive Committee (Legislation. Majority Vote at One Meeting) Modify Changes to Withdrawal Date (no second required)

Whereas there have been changes in the withdrawal date in the past two academic years due to inclement weather, and

Whereas there have been several changes in other calendar dates during the academic year, and

Whereas the Constitution delegates legislative authority over Calendar and Schedules to the Faculty Senate, and

Whereas the need to make changes may not be able to wait until a regularly scheduled Faculty Senate meeting, and

Whereas the current language in the Drop Policy restricts to a signed form which must be physically presented to the Office of Records, and

Whereas the term “drop” is a colloquialism that should not be reflected in university policy, and

Whereas there are several Faculty Senate policies related to Calendar and Schedules which are buried in the Faculty Senate archives,

Therefore Be it Resolved that the title of Policy 404.11 shall be changed to “Calendar and Schedule Policies”

And Be it Further Resolved that all existing Faculty Senate legislation on Calendar and Schedule policy be added to this policy with appropriate correction to the revision history as they are rediscovered,

And Be it Further Resolved that the drop date policy be changed,

Withdrawing from an Individual Course (Drop Date)

A student can drop a course up to the 5th day of classes through the schedule change process. Dropping a course in this time period will not result in a record of the drop on

the student's transcript. From the 6th day through the 41st day of classes, a student wishing to drop a class obtains acknowledgement from the course instructor ~~a signed acknowledgement of the drop~~ and completes the course drop process by submitting the ~~form~~ acknowledged request to the Office of Records and Registration. A student cannot withdraw from a course after the 41st day of classes. The cut-off dates in this paragraph refer to the day of classes in a 15-week semester (five days=one week). In shorter semesters the cut-off dates will be adjusted proportionately. ~~See the "Academic Calendar" for course drop dates.~~

And Be it Further Resolved that the paragraph be added,

*Changes in Calendar Dates*

*During an academic semester, the Faculty Senate Executive Committee may legislate changes to calendar dates for that academic semester on behalf of Faculty Senate.*

And Be it Further Resolved that the paragraphs be added at the end of the Policy,

*Citation and Modification*

*This policy must be cited in curricular documents that excerpt it (such as the Undergraduate Catalog) and the Faculty Senate Executive Committee (or their designee) should review those documents before they are finalized. Wherever there is a substantive conflict between the document which quotes this policy and this policy, this policy shall be followed.*

*The policy can be modified through legislative action of the Faculty Senate (see Article III of the Constitution of the Assembly of the University of Arkansas at Little Rock).*

And Be it Further Resolved that the custodian of this policy shall be the Faculty Senate,

And Be it Further Resolved that the source be changed to Faculty Senate Minutes (3/13/2015),

And Be it Further Resolved that the revision history be 3/30/2012; 3/13/2015,

**Commentary:** After modification, the Policy would appear as shown in Attachment 1. The reason for the substitution is that concerns were raised that the term "Withdrawal from a course" versus "Dropping a course" might have been embedded in policies and that scrutiny and modification of those policies might take more time than is left in the semester to implement these changes. With the large number of changes on campus, it was considered more reasonable to delay the change in naming of the date until next semester, when the impact on policies could be minimized.

The motion was introduced and moved by LeGrand.

Pres. Wright asked for substitution with no objection for FS 2015-17, hearing no objections, he asked for discussion on the substitute motion

Maguire – is this related to the consultation (instructor consent) to drop a course?

Wright – this still requires instructor consent,

Maguire – but instructor consent has not been enforced, the appropriate office has not implemented it.

Wright – it is the intent to enforce

Giammo – is it ‘consent’? or ‘Acknowledge’

Wright – the term is ‘acknowledge’

Jovanovic – so, a student clicks on something in boss, then the instructor sees it?

Wright – or the student will notify the instructor by email

Cheatham – changing the terminology from drop to withdrawal means it will take an effort to help student to distinguish between withdrawal from semester vs withdrawal from a course.

Wright – I did some homework. The consensus nationwide is that “Drop” as in dropping a course applies to the time period in which you can drop a course without getting a “W” on your transcript. “Withdrawal” is for the timeframe during which you would get a “W” on your transcript. Yes, we may need to revisit the terms and definitions next year.

The substitute motion was approved by unanimous voice vote.

- C. Motion FS\_2015\_18. Ad Hoc Baccalaureate Degree Requirements Committee (Legislation. Majority Vote at One Meeting) Minimum Requirements for Minor (second required)

Be it resolved that a minor shall consist of at least 15 hours of which at least 6 hours be upper-level coursework,

And, Be it further resolved that this requirement will apply to all minors making a program change that takes effect after Fall 2015.

**Commentary:** The Ad Hoc Baccalaureate Degree Requirements Committee conducted a full review of minors currently offered at UALR. We found that most minors require between 18 to 21 hours of coursework, but that Marketing requires as few as 12 hours and Advertising/Public Relations, Applied Design, Digital Graphics, Photography, and Studio Art require 15 hours. We additionally found that most (and we believe all other) minors except Sign Language minimally require 6 hours of upper-level coursework. In conversations with the Interpreter Education program, we found that the revisions that they had made to their Sign Language minor involve a very thorough rethinking of how it worked with their majors and various tracks. Based on these findings, we recommend that 15 hours be the minimum requirement for minors with 6 hours at the upper-level. This will align the minimum requirements with those programs that currently have few required hours while allowing most minors with 18 hours to compete with these minors without feeling the pressure to change their current requirements. To respect the departmental and program prerogatives of the Marketing and Sign Language minors, we propose that this legislation will apply to all future minors and any minor that passes a program change form after Spring 2015.

Ecke introduced motion and made the motion. Tschumi seconded the motion.

Jovanovic – will the existing minors go on?

Wright – yes

The motion was approved by unanimous voice vote.

- D.** Motion FS\_2015\_19. Ad Hoc Baccalaureate Degree Requirements Committee (Legislation. Majority Vote at One Meeting) Minimum Requirements for Minor (second required)

Be it resolved that Policy 507.1. Baccalaureate and Associate Degree Requirements be modified as follows:

Except in majors that must adhere to standards established by national accrediting agencies, students must select at least 12 elective hours outside their program or complete a minor, in addition to the UALR Core Curriculum.

**Commentary:** As the Ad Hoc Baccalaureate Degree Requirements Committee discussed its charge to evaluate and propose minimum requirements for minors, we discovered that some departments were confused by whether the 12 elective hours would be additional hours that would be required even if a program selected to require a minor of students in a given major. As we interpret FS\_2014\_19., minors meet both the letter and spirit of the legislation. Our proposed emendation makes this explicit and seeks to minimize any possible confusion.

Ecke introduced and made the motion. McAbee seconded the motion.

Douglas – do we need to insert the phrase “or a second major”?

Wright – I think we will need to look at that issue separately to make sure we don’t introduce problems

Cheatham – is it that difficult?

Wright – I think we will want to read the existing legislation first

The motion was approved by unanimous voice vote

## VIII. Open Forum

None

## IX. Adjourn

The meeting was adjourned at 2:50 pm.

## Attachment 1. Drop Date Policy Revision

<b>Policy Name:</b> <del>Drop Date Progress Report Calendar and Schedule Policies</del>
<b>Policy Number:</b> 404.11 (formerly 432.0)
<b>Effective Date:</b> <del>March 30, 2012</del> March 13, 2015

Policy:

### Changes in Calendar Dates

During an academic semester, the Faculty Senate Executive Committee may legislate changes to calendar dates for that academic semester on behalf of Faculty Senate.

### Withdrawing from an Individual Course (Drop Date)

A student can drop a course up to the 5th day of classes through the schedule change process. Dropping a course in this time period will not result in a record of the drop on the student's transcript. From the 6th day through the 41st day of classes, a student wishing to drop a class obtains acknowledgement from the course instructor ~~a signed acknowledgement of the drop~~ and completes the course drop process by submitting the ~~form~~ acknowledged request to the Office of Records and Registration. A student cannot drop an individual course ~~Courses cannot be dropped~~ after the 41st day of classes. The cut-off dates in this paragraph refer to the day of classes in a 15-week semester (five days=one week). In shorter semesters the cut-off dates will be adjusted proportionately. ~~See the "Academic Calendar" for course drop dates.~~

### Citation and Modification

This policy must be cited in curricular documents that excerpt it (such as the Undergraduate Catalog) and the Faculty Senate Executive Committee (or their designee) should review those documents before they are finalized. Wherever there is a substantive conflict between the document which quotes this policy and this policy, this policy shall be followed.

The policy can be modified through legislative action of the Faculty Senate (see Article III of the Constitution of the Assembly of the University of Arkansas at Little Rock).

Source: Faculty Senate Action, ~~3/30/2012~~ 3/13/2015

Revised: 3/30/2012, 3/13/2015

Approved By: Chancellor

Custodian: ~~Provost~~ Faculty Senate