



## FACULTY SENATE

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### Faculty Senate Meeting Agenda September 15, 2017

1:00 PM until adjournment

EIT Auditorium

- I. Welcome and Roll Call
- II. Review of Minutes
- III. Airing of Grievances (2 minute limit)
- IV. Announcements
- V. Reports
  - A. Chancellor's Report – Andrew Rogerson
  - B. Provost's Report – Velmer Burton
  - C. Graduate Council – Brian Berry
  - D. Council on Core Curriculum and Policies – Belinda Blevins-Knabe
  - E. Undergraduate Council – Mike Tramel
- VI. Election of Administrator to Faculty Appeals Council (1 year position, 2 year position)
- VII. Old Business
  - A. **Motion FS\_2017\_21.** Executive Committee (Legislation. 3/5 Majority Vote at Two Meetings, second vote verbatim the first vote, no second required, second vote) Add fringe benefits duties to Planning and Finance Committee

**Be it resolved** to modify the constitution of the assembly of the University of Arkansas at Little Rock to modify article III to amend the Planning and Finance Committee as follows (underline indicates addition, strikethrough indicates deletion).

**Planning and Finance Committee:** This committee exists for informational and advisory purposes only. While recognizing that the responsibility for the budgetary and planning process rests with the chancellor and administration, this committee shall assist in these areas by reviewing proposed plans that have an impact on the academic mission of the University, such as revenues and revenue projections, budgets and budget projections, faculty and staff fringe

benefits such as health insurance and retirement benefits, and the relationship of academic and capital planning to finance and budget matters.

The committee shall work with the Vice Chancellor for Finance and Administration to review existing university reports, to make suggestions for changes to reports, and to provide input into developing reports that would be of greater interest to faculty or easier to understand. The committee shall report to the Faculty Senate concerning the ~~UALR~~ UA Little Rock financial statement and shall endeavor to produce other reports to show the use of funds by the university and changes in the Annual Budget Book. In reporting on the ~~UALR~~ UA Little Rock financial statement the committee shall include such information as the amount of reserve funds and the total endowment. From the committee, a few faculty representatives shall attend the University level budget hearings and all academic budget hearings at or above the college level.

The committee may make recommendations to the Faculty Senate, which may make recommendations to the chancellor. In circumstances where time does not allow deliberation and action by the Faculty Senate, the committee may make its recommendations directly to the chancellor, providing a copy (or report of oral recommendations) to ~~each member of the Faculty Senate~~. To further facilitate significant involvement of the committee with the above processes, the committee shall select three of its faculty members to be on a subcommittee, which shall be available throughout the year for planning and finance matters. The subcommittee shall report to the committee.

The committee shall consist of one member from the ~~Ottenheimer Library~~ Library Collections and Archives faculty, two full-time faculty members from each college or school represented in the Faculty Senate (one of whom must be a member of the Faculty Senate at the time of appointment) to be named by the Committee on Committees, two representatives of staff senate appointed by staff senate, and the Executive Committee of the Faculty Senate. ~~†~~The administrator responsible for budgeting and planning, the vice chancellor for finance and administration, and the vice chancellor for university advancement will serve as ex-officio members of the committee without vote. In addition, two students appointed by the Student Government Association shall serve as members. Appointed faculty and staff members shall serve two-year staggered terms and students shall serve one-year terms.

**And be it further resolved** that these changes will not take effect until the removal of the fringe benefits committee as a committee of the assembly (March 2018).

**Commentary:** The fringe benefits duties need to be transferred to the Planning and Finance Committee so that the committee can resume review of the changes in benefits and their impact on the budget and the faculty.

The addition of the staff senate representatives is consistent with the history of faculty senate committees including staff representation on matters affecting the staff. When the fringe benefits authority moves from the assembly, it is appropriate to also move the staff representation.

It has been practice for the ex officio members to be non-voting members; however, Robert's Rules requires that ex officio membership is voting membership unless otherwise specified.

- A. Motion FS\_2017\_23.** Executive Committee (Legislation. Majority Vote at One Meeting, no second required) Add recommendation from DRC for withdrawal due to medical, psychological, and disability (underline indicates addition, strikethrough indicates deletion)

Be it resolved to modify the Attendance and Withdrawal Policy (404.4) to change the second paragraph under Withdrawal for non-attendance, non-payment, and emergency as follows:

~~Students may be withdrawn~~ The instructor has the authority to withdraw a student from a class by the instructor at any time during the semester due to extenuating circumstances, such as medical, psychological, or disability or family emergencies or excessive absences. In the cases of medical, psychological, or disability, the instructor's decision to withdraw the student may be informed by a recommendation from the Disability Resource Center. Students must be notified that they will be withdrawn from a class, and may appeal that action through the grade appeal process, provided that they file the appeal within five business days of the notice. The withdrawal will not be final until the appeal is completed, and students may continue to participate until the final decision is made.

And be it resolved to add the sentence to the second paragraph of the Citation and Modification clause,

"Unless otherwise specified in the legislation, changes to this policy take effect in the Fall semester of the nine month academic year subsequent to the approval of the legislation."

**Commentary:** See mark-up on the faculty senate site for how the policy will look as a result of these changes.

The first change addresses concerns raised at the faculty senate when the withdrawal policy was updated. It is not appropriate for instructors to directly access medical records, for example, in support of a withdrawal. The DRC is equipped to manage those requests. Therefore, withdrawal requests for those reasons should be informed by DRC at the discretion of the instructor to validate whether or not they are legitimate before processing by Records.

The addition of a default implementation date clause is advisable. Although campus practice has been to implement changes to senate legislation in the academic year following changes, such practices should be codified in policy wherever possible, so that

changes in personnel are less disruptive and so that asymmetric implementations are minimized.

It is important for the faculty senate to consider implementation in development of policy. By adding this clause, it makes such matters explicit.

- B. Motion FS\_2017\_24.** Executive Committee (Legislation. Majority Vote at One Meeting, no second required) Judicial Policy Update – grade appeals and academic integrity

**Be it resolved** to modify Judicial Policy legislation per the mark-up on the faculty senate web site (underline represents addition, strike-through represents deletion).

**Commentary:** Only the grade appeals and academic integrity will be considered at the September Faculty Senate meeting per action of the Faculty Senate at the August meeting.

#### VIII. New Business

- A. Motion FS\_2017\_25.** Council on Core Curriculum and Policies (Legislation. Majority Vote at One Meeting, no second required) Core Council eVoting for routine business

Typically, votes will be taken in meetings. However, there are situations in which the Council is unable to meet at the regular meeting time and routine business requires a vote. In this case the chair, or the chair designee, will conduct an electronic vote. All voting members will be contacted via email and given up to 2 business days to respond to the motion. In order for the vote to be valid a majority of voting members must respond. The majority of those responding determine the outcome of the vote.

Results of an electronic vote, including the number of respondents and the tally, will be added to minutes of the next regularly scheduled meeting.

#### IX. Open Forum (Discussion only)

- A. Motion FS\_2017\_2x.** Executive Committee (Legislation. 3/5 Majority Vote at two Meeting, no second required, first vote) Create a Buildings and Grounds Committee

**Buildings and Grounds Committee:** The purpose of this committee shall be to insure protection of the natural and aesthetic environment of the UA Little Rock campus consistent with reasonable growth and development of the campus. The committee shall promote beautification of the campus through a continuous review of landscaping, building and signage appearance, and campus roads and paths. The committee shall recommend on plans for new campus construction, and shall recommend to the chancellor steps that should be taken to preserve the natural environment and beauty of the campus. The committee shall periodically review the campus master plan.

The committee shall consist of one member from each college or school represented in the faculty senate, including collections and archives, appointed to two year, staggered terms by the Committee on Committees; two members of the staff senate, selected by the staff senate,

to two year, staggered terms; two students appointed by the Student Government Association to one-year terms. The administrator in charge of planning buildings and grounds shall server as an ex-officio member without vote.

X. Adjourn