



## President of the Faculty Senate

---

TO: Judy Williams, Associate Vice Chancellor of Communications and Marketing  
Dan Shisler, Director of Digital Strategy  
Aaron Baker, Digital Strategy  
Tom Wolfe, Associate Vice Chancellor for Information Services  
Daniel Richards, Information Technology Services

FROM: Andrew Wright, President of the UALR Assembly and Faculty Senate

SUBJECT: University Assembly Email List Meeting Summary *Andrew Wright*

DATE: February 26, 2015

We met in the Fall semester to discuss needs to communicate with faculty per our obligations to UALR Constitution subsequent to Faculty Senate recommendation FS\_2014\_20.

The membership in the UALR Assembly is:

The UALR Assembly shall be composed of the president of the University of Arkansas and the following UALR personnel: the chancellor; the vice chancellor and provost; all vice chancellors, associate vice chancellors, deans, and directors; the registrar; all full-time employees with the academic rank of university professor, distinguished professor, professor, associate professor, assistant professor, and instructor; elected members of the Staff Senate; and one student for every 400 students enrolled in the fall term of each academic year selected by the Student Government Association to be broadly representative of the various student groups.

Professors emeriti, persons with adjunct or visiting academic rank, lecturers, and part-time faculty members shall have voice but not vote in the Assembly, and shall not be eligible for election to the Faculty Senate or any standing committee or council of the Assembly or the Faculty Senate.

Because there are some ad hoc members of the assembly, there are some quirks on updating the list automatically.

Group 1. the chancellor; the vice chancellor and provost; deans; all full-time employees with the academic rank of university professor, distinguished professor, professor, associate professor, assistant professor, and instructor;

Group 2. all vice chancellors, associate vice chancellors, and directors, the registrar, president of the University of Arkansas

Group 3. Professors emeriti, persons with adjunct or visiting academic rank, lecturers, and part-time faculty members

Group 4. elected members of the Staff Senate

Group 5. one student for every 400 students enrolled in the fall term of each academic year selected by the Student Government Association

Group 1 and Group 3 are all covered by a faculty list that automatically updated and owned by the Provost, provost-faculty-l. I verbally verified with the Provost that this list can be used for the revamped university-assembly-l.

Group 2 is ex officio and needs to be manually updated. This can be handled by the Provost's office once per year. A list needs to be created for this purpose and the Provost's Office needs to be given ownership of that list. Perhaps adhoc-university-assembly-l would be a good name.

Group 4 has a list that is maintained by the Staff Senate, staffsenate-l. The President of Staff Senate, Shanna Morris, has given permission to use this list.

Group 5 needs a new list, owned by Student Services. I discussed this with the Interim Dean of Students, Brad Patterson, and he agreed that this would be acceptable.

We discussed who can post to the list. The following would be a good starting point:

- The Chancellor or his/her designee
- The Provost or his/her designee
- The President of the Assembly or his/her designee
- The President of the Staff Senate or his/her designee
- The Dean of Students or his/her designee

This list is short and covers all the constituencies involved.

With these details mostly resolved, I believe it is appropriate to prepare to deploy this list in April, and I hope that all concerned are willing to move this forward.