



## FACULTY SENATE

Faculty Senate Meeting Agenda  
Friday, January 25, 2019, 1:00 p.m.

Ledbetter Rooms B & C, Donaghey Student Center

### I. Welcome and Roll Call

### II. Review of Minutes (11/16)

### III. Announcements

### IV. Introduction of New Topics (2 minute limit)

### V. Airing of Grievances (2 minute limit)

### VI. Reports

- A. Executive Committee – Amanda Nolen
- B. Chancellor’s Report – Andrew Rogerson
- C. Provost’s Report – Christy Drale
- D. Undergraduate Council – Mike Tramel
- E. Graduate Council – Karen Kuralt
- F. Council on Core Curriculum and Policies – Belinda Blevins-Knabe
- G. Governance Committee – Rosalie Cheatam

### VII. Old Business

- A. **Motion FS\_2018\_16.** Graduate Council (Legislation. 3/5 Majority vote at two meetings - second vote verbatim the first vote, no second required, second vote.) Modify constitution to clarify routing of graduate program closures.

**Be it resolved** to amend Article III of the Constitution of the University Assembly of UA Little Rock pertaining to the Graduate Council as follows (underline indicates addition, strikethrough indicates deletion):

Proposals for graduate programs and courses that ~~which~~ originate with program department faculties shall be routed to college or school curriculum committees, to college or school faculties, and to the Graduate Council. In academic units not organized into departments, colleges, or schools, routing shall be according to analogous process certified to the Graduate Council by the executive vice chancellor and provost.

**Proposals for graduate program closures (suspensions or deletions) that originate**

**as a result of program review or low productivity pursuant to UA Board Policy 620.1 shall be reviewed by program faculty, college or school curriculum committees, and college or school faculties before routing to the Graduate Council. Written comments from the reviewing committees will be attached to the closure proposals and travel with the proposals as they move through the review process.**

Recommendations of the Graduate Council are subject to review by the Faculty Senate upon decision of the Executive Committee of the Faculty Senate or upon petition signed by five or more senators and delivered to the president of the Faculty Senate within ten (10) calendar days of passage by the Graduate Council. Proposals not reviewed by the Faculty Senate or having passed Senate review are routed to the executive vice chancellor and provost and chancellor, and for new degree programs, to the president, the Board of Trustees, and the Board of Higher Education.

Commentary: Similar to Motion FS\_2018\_15, the proposed revision provides clarity for the process of proper notification and routing for graduate program closures and the role of the Graduate Council in that process. Those proposals are to follow the same process as a proposal to close a program for any other reason, as specified in UA Board Policy 620.1, "A recommendation for deletion, suspension, or significant expansion or modification of any program made as a result of either type of review [low productivity or substantive evaluation] shall be reviewed by the faculty of the program involved, the administrative head of the college, school, or other unit in which the program is located, the campus governing body, the chief academic officer, and the Chancellor."

- B. Motion FS\_2018\_15.** Undergraduate Council (Legislation. 3/5 Majority vote at two meetings - second vote verbatim the first vote, no second required, second vote.) Modify Constitution to clarify routing of undergraduate program closures.

**Be it resolved** to amend Article III of the Constitution of the University Assembly of UA Little Rock pertaining to the Undergraduate Council as follows (underline indicates addition, strikethrough indicates deletion):

In academic units organized into departments and colleges and schools, all **proposals for undergraduate curriculum** ~~changes in curricula~~ and degree programs shall be routed to department, college, or school curriculum committees; to college or school faculties; and to the Undergraduate Council. In academic units not organized into such departments and colleges and schools, routing shall be according to analogous process certified to the Undergraduate Council by the executive vice chancellor and provost. **Proposals for undergraduate program closures (suspensions or deletions) that originate as a result of program review or low productivity pursuant to UA Board Policy 620.1 shall be reviewed by program faculty, college or school curriculum committees, and college or school faculties before routing to the Undergraduate Council. Written comments from the reviewing committees will be attached to the closure proposals and travel with the proposals as they move through the review process.** Recommendations of the Undergraduate Council are subject to review by the Faculty Senate upon decision of the Executive Committee of the Faculty Senate or upon petition signed by five or more senators and delivered to the president of the Faculty Senate within ten (10) calendar days of passage by the Undergraduate Council. Proposals not reviewed by the Faculty Senate or having passed Faculty Senate review

shall be routed to the executive vice chancellor and provost, the chancellor, and for new degree programs, to the president, the Board of Trustees, and the Board of Higher Education.

*Commentary:* If the Constitution is amended then the Undergraduate Council will establish a process dealing with program reviews as referenced in Board Policy 620.1. The Undergraduate Council process will address any recommendation for deletion, suspension, or significant expansion or modification of any program made as a result of a review. The process will include language to address notifications from faculty or the Provost Office of a pending deletion, suspension, or significant expansion or modification of any program. The process will provide a notification procedure to allow time for accumulation of data and documented commentary relating to the notification that can be presented to the Undergraduate Council. The Undergraduate Council will then include the documentation with a Program Change Form and process it as an agenda item with recommendation to the Provost Office. The intent of the new process will be to give ample time for faculty to have notification, review, and significant commentary relating to a program review

- C. **Motion FS\_2018\_22.** Executive Committee of the Faculty Senate (Legislation. 3/5 Majority vote at two meetings - second vote verbatim the first vote, no second required, second vote.) Modify constitution to allow Graduate and Undergraduate Councils to interpret their own curricular changes.

**Be it resolved** to amend Article III of the Constitution of the Assembly of UA Little Rock pertaining to both the Graduate Council and Undergraduate Council as follows (underline indicates addition, strikethrough indicates deletion).

**Graduate Council:** On behalf of the Faculty Senate, and subject to that body's authority, the UALR Graduate Council shall review, interpret, and recommend action on new graduate courses, programs, and degrees and consider other matters related to graduate work at UALR. This Council shall report all of its actions promptly to the faculty.

**Undergraduate Council:** On behalf of the Faculty Senate, and subject to that body's authority, the UALR Undergraduate Council shall review, interpret, and recommend action on all general undergraduate academic policies except for the duties delegated to the Council on Core Curriculum and Policies; it shall review, interpret, and recommend approval or disapproval of curriculum proposals and degree programs. The council shall report all of its actions promptly to the faculty.

*Commentary:* In the event that there is a lack of clarity or confusion over the implementation of curriculum or program changes, this small modification (adding the word "interpret") asserts the authority of these councils to interpret these changes.

## VIII. New Business

- A. Motion FS\_2018\_24.** Admissions and Transfer of Credit Committee (Legislation. Requires majority vote at one Faculty Senate meeting, no second required.) Revision to Policy 502.6 as it relates to TOEFL scores.

**Be it resolved** to amend policy 502.6 International Student Requirements per the mark-up in Appendix B (underline indicates addition, strikethrough indicates deletion); and

**Be it further resolved** that upon approval, implementation of changes to policy 502.6 will be effective as of August 2019.

*Commentary:* The proposed revision lowers the required TOEFL IBT score from 71 to 61. In doing so it lowers the minimum scores from 21 to 19 on the English and Reading sections of the ACT, the SAT minimum score from 510 Critical Reading and 490 Writing to a minimum of 330 on the SAT Evidence-based Reading and Writing (ERW) section.

- B. Motion.** Executive Committee and Tenure Committee (Procedural. Requires majority vote at one Faculty Senate meeting, no second required). Amend a motion previously adopted on April 27, 2018 referring the matter of proposed revisions to the Policy on Tenure to the Committee on Tenure, Faculty Governance Committee, and the Executive Committee, to bring revisions back to the senate in the Fall 2018.

**Be it resolved** to divide the question as related to proposed revisions to Policy 403.3 in order to consider those brought to the Faculty Senate on January 25, 2019; and

**Be it further resolved** to rescind the referral of the matter to the Faculty Governance Committee for consideration specifically related to the proposed revisions presented to the Faculty Senate on January 25, 2019.

- C. Motion FS\_2018\_25.** Executive Committee and Committee on Tenure (Legislation. Requires majority vote at one Faculty Senate meeting, no second required.) Revision to Policy 403.3 Annual Review Policy.

1. **Be it resolved** by the Executive Committee and the Committee on Tenure to modify the Annual Review Policy (403.3) (approved 4/20/1990, modified by FS\_2017\_4) per the mark-up in Appendix C (underline indicates addition, strikethrough indicates deletion); and

**Be it further resolved** that upon approval, implementation of changes to policy 403.3 will be effective as of July 2019.

2. **Be it resolved** by the Committee on Tenure to amend FS\_2018\_25 to revise items 9 through 11 as indicated in the mark-up in Appendix C (indicated in red).

*Commentary:* The Executive Committee and the Committee on Tenure considered proposed changes to Policy 403.3 Annual Review of Faculty and have brought language that is agreed upon by both committees (indicated by black underlined text). In addition,

the Committee on Tenure is bringing additional language to add to the jointly agreed upon language (indicated by red underlined text).

**D. Motion FS\_2018\_26.** Graduate Council (Legislation. Requires majority vote at one Faculty Senate meeting, no second required.) Revision to Policy 509.19: Graduate Credit Earned by Undergraduates.

**Be it resolved** to modify Policy 509.19: Graduate Credit Earned by Undergraduates to revise the 4+1 Early Entry Program description per the mark-up in Appendix D; and

**Be it further resolved** that upon approval, implementation of changes to this policy would be effective as of July 2019.

*Commentary:* As currently written, the policy restricts early entry into select graduate programs to UA Little Rock undergraduate students. Consequently, students enrolled in undergraduate programs at UAMS are not eligible for early entry into joint graduate programs. If approved, the only "select graduate program" that UAMS students would be able to apply to for early entry would be the PharmD/MBA program, because faculty from the two institutions have already worked out the joint credit arrangement. This program might be seen as a pilot, opening the door for other cross institutional early-entry programs between UA Little Rock and UAMS between our university and others in the U of A system.

**IX. Open Forum**

**X. Adjourn**

## **Appendix A. Constitution of the University Assembly of the University of Arkansas at Little Rock**

### **Article III. The Faculty Senate**

#### **Councils and Committees of the Faculty Senate**

**Graduate Council:** On behalf of the Faculty Senate, and subject to that body's authority, the UALR Graduate Council shall review, interpret, and recommend action on new graduate courses, programs, and degrees and consider other matters related to graduate work at UALR. This Council shall report all of its actions promptly to the faculty.

In reviewing proposals, the Graduate Council shall consider the current policies and criteria of the University of Arkansas at Little Rock and those of the University of Arkansas system and the Board of Higher Education.

Proposals for graduate programs and courses ~~that which~~ originate with program department faculties shall be routed to college or school curriculum committees, to college or school faculties, and to the Graduate Council. In academic units not organized into departments, colleges, or schools, routing shall be according to analogous process certified to the Graduate Council by the executive vice chancellor and provost. **Proposals for graduate program closures that originate as a result of program review or low productivity pursuant to UA Board Policy 620.1 shall be reviewed by program faculty, college or school curriculum committees, and college or school faculties before routing to the Graduate Council. Written comments from the reviewing committees will be attached to the closure proposals and travel with the proposals as they move through the review process.**

Recommendations of the Graduate Council are subject to review by the Faculty Senate upon decision of the Executive Committee of the Faculty Senate or upon petition signed by five or more senators and delivered to the president of the Faculty Senate within ten (10) calendar days of passage by the Graduate Council. Proposals not reviewed by the Faculty Senate or having passed Senate review are routed to the executive vice chancellor and provost and chancellor, and for new degree programs, to the president, the Board of Trustees, and the Board of Higher Education.

The Graduate Council shall be composed of one representative from the Ottenheimer Library faculty, three representatives qualified for graduate faculty status elected from each college and school represented in the Faculty Senate, and three graduate students appointed by the Committee on Committees of the Assembly for one-year terms from nominations submitted by the Graduate Dean, the coordinators of graduate programs, and graduate student organizations. Elected representatives shall serve staggered three-year terms.

**Undergraduate Council:** On behalf of the Faculty Senate, and subject to that body's authority, the UALR Undergraduate Council shall review, interpret, and recommend action on all general undergraduate academic policies except for the duties delegated to the Council on Core Curriculum and Policies; it shall review, interpret, and recommend approval or disapproval of curriculum proposals and degree programs. The council shall report all of its actions promptly to the faculty.

In reviewing curriculum matters, the Council shall consider current policies and criteria of the University of Arkansas system and the Board of Higher Education.

In academic units organized into departments and colleges and schools, all **proposals for undergraduate curriculum** ~~changes in curricula~~ and degree programs shall be routed to department, college, or school curriculum committees; to college or school faculties; and to the Undergraduate Council. In academic units not organized into such departments and colleges and schools, routing shall be according to analogous process certified to the Undergraduate Council by the executive vice chancellor and provost. **Proposals for undergraduate program closures that originate as a result of program review or low productivity pursuant to UA Board Policy 620.1 shall be reviewed by program faculty, college or school curriculum committees, and college or school faculties before routing to the Undergraduate Council.** Recommendations of the Undergraduate Council are subject to review by the Faculty Senate upon decision of the Executive Committee of the Faculty Senate or upon petition signed by five or more senators and delivered to the president of the Faculty Senate within ten (10) calendar days of passage by the Undergraduate Council. Proposals not reviewed by the Faculty Senate or having passed Faculty Senate review shall be routed to the executive vice chancellor and provost, the chancellor, and for new degree programs, to the president, the Board of Trustees, and the Board of Higher Education.

The Undergraduate Council shall be composed of one representative from the Ottenheimer Library faculty, two full-time faculty members elected by the full-time faculty from each college or school offering undergraduate work and represented in the Faculty Senate, and five undergraduate students, one of whom must be taking a course or courses at night. The student representatives are appointed by the Student Government Association for one-year terms and are selected to represent the broadest range possible of academic areas. The elected representatives shall serve staggered two- year terms. The associate vice chancellor for educational programs and a representative from the Office of the Registrar shall be ex officio members without vote.

## Appendix B: Policy 502.6 International Student Requirements

### Requirements

...

#### 4. Proof of English Language Proficiency for Undergraduate/Post-Baccalaureate International Students

Applicants whose native language is not English must submit proof of English language and academic skill proficiency before admission to UA Little Rock. All other admission criteria must be met.

Students may satisfy the English language requirement in one of the following ways:

- A score of at least ~~525 (paper-based) or 71 (iBT)~~ **61 iBT** earned within the last two years on the Test of English as a Foreign Language Internet Based-Test (TOEFL iBT) (UA Little Rock Code is 6368); or
- A score of at least 6 on the IELTS earned within the last two years; or
- Completion of Composition I and II at a regionally accredited post-secondary U.S. institution with a grade of C or better; or
- Attendance at a U.S. school for the past six years; or
- Successful completion of the UA Little Rock Intensive English Language Program through the final level; or
- An official ACT score of at least ~~24~~ **19** on both the English and Reading sections of ACT earned with the last five years; or
- An official SAT score of at least ~~510 Critical Reading and 490 Writing~~ **330 SAT ERW**; or
- Citizenship of an exempt country: Canada (except Quebec), Ireland, United Kingdom, Australia, New Zealand, or the Commonwealth Caribbean.

## Appendix C: Policy 403.3 Annual Review Proposals from Executive Committee and Committee on Tenure

### Executive Committee Proposal:

#### I. Annual Faculty Review

##### A. Procedures for Annual Faculty Evaluation

- ...
4. Peer evaluation; Each academic unit shall establish procedures to provide its faculty the opportunity to participate in the annual review of their peers. Except as set forth in this policy, no particular system of peer review is prescribed. Academic units are encouraged to develop a peer review system that is consistent with the unit's faculty resources, the particular expertise of the unit's faculty members, and practices within the discipline.
    - a. Solely by way of illustration, a unit might choose to create a separate peer review committee. Alternatively, a unit might allocate the peer review process to the unit's promotion and tenure committee. A unit might also decide to have all full-time faculty participate in the peer review process for members of that unit.
    - b. Faculty participating in the peer review process shall provide feedback to the chairperson regarding the performance of those reviewed. This feedback may take the form of a rating of satisfactory/unsatisfactory on teaching, scholarship and creative activity, and service, or it may take some other form, such as feedback regarding specific performance tasks. Examples of the latter include a review of a published article or a review of a peer's teaching based upon a classroom visit.
    - c. If an academic unit forms a peer review committee, the following principles govern:
      - i. Membership eligibility for annual review committees shall be defined by each academic unit. The composition of these committees should represent the diverse composition of the unit in gender, race, and academic interests when possible.
      - ii. If a representative committee of faculty from within the unit cannot be formed, then the department chair or equivalent shall form the committee with eligible and representative faculty across the college following approved procedures to develop a pool of eligible faculty from both within and outside UA Little Rock.
- ...
6. Prior to the chairperson's making a recommendation in any year, the following shall occur:
    - a. A meeting between the chairperson and faculty member to discuss all issues relating to the review,
    - b. The providing to that faculty member a copy of the chairperson's tentative recommendation(s), and
    - c. Reasonable opportunity for the faculty member to submit a written response to be forwarded to each subsequent level of review.
    - d. If the faculty member receives an unsatisfactory rating in any category (teaching, scholarly and creative activity, or service), the chairperson shall provide a written recommendation for

- 43 improvement and, when appropriate, a commitment of resources to be part of the subsequent  
44 year's annual evaluation.
- 45 e. The faculty member and chairperson shall acknowledge that this meeting has transpired by  
46 signature.
- 47 ...
- 48 8. The following documents shall be available to each faculty member: all writings used in or  
49 resulting from the annual reviews of that faculty member including any writings relating to  
50 the peer evaluation.
- 51
- 52 9. Each unit shall establish minimum criteria for satisfactory performance in each category  
53 (teaching, scholarly and creative activity, and service).
- 54
- 55 10. The chairperson shall provide at a minimum a rating of satisfactory/unsatisfactory on  
56 teaching, scholarly and creative activity, and service.
- 57
- 58 11. Overall Unsatisfactory Rating and Post-tenure Review
- 59 a. If the chairperson evaluates the individual as unsatisfactory in 2 out of the 3 categories,  
60 then the matter is referred to the departmental tenure committee who will review the  
61 previous three years' materials to assess overall performance.
- 62 b. If the departmental tenure committee determines the individual is overall unsatisfactory,  
63 then post-tenure review (section II) will be initiated. If the department tenure committee  
64 does not determine that the faculty member's overall performance is unsatisfactory, then  
65 the faculty member's overall performance shall be deemed satisfactory
- 66 c. The unit's operating procedures should specify the scope of materials for review, the  
67 voting procedures, and the method of voting.

68 **Committee on Tenure Proposed Substitution for items 9, 10, and 11 (Red text**  
69 **indicates where the CoT has added text to the Exec. Cmte's proposal:**

- 70
- 71 9. Each unit shall establish minimum criteria for satisfactory performance in each category  
72 (teaching, scholarly and creative activity, and service). **Notwithstanding any of the other**  
73 **provisions in this policy (403.3), performance of a faculty member may be found**  
74 **unsatisfactory in any category (teaching, research and creative activity, or service) only when**  
75 **the performance in that category demonstrates professional incompetence.[1]**
- 76
- 77 10. The chairperson shall provide at a minimum a rating of satisfactory/unsatisfactory on teaching,  
78 scholarly and creative activity, and service.
- 79
- 80 11. **Unsatisfactory Rating in a Category,** Overall Unsatisfactory Rating and Post-tenure Review
- 81 a. If the chairperson evaluates the individual as unsatisfactory in 2 out of the 3 categories  
82 **in two consecutive years[2] or in 3 out of the 3 categories in one year,** then the matter is  
83 **referred to the departmental tenure committee who will review the previous three years'**  
84 **materials to assess overall performance.**
- 85 b. If the departmental tenure committee determines the individual is overall  
86 unsatisfactory[3], then post-tenure review (section II) will be initiated. If the  
87 departmental tenure committee does not determine that the faculty member's overall

88 performance is unsatisfactory, then the faculty member's overall performance shall be  
89 deemed satisfactory.

- 90 c. To determine that an individual is overall unsatisfactory, the departmental tenure  
91 committee must, at minimum, determine that the individual was unsatisfactory in 2 out  
92 of the 3 categories in two consecutive years or in 3 out of the 3 categories in one year.
- 93 d. The chairperson's evaluation of unsatisfactory in a category may be appealed to the  
94 departmental tenure committee. If the departmental tenure committee does not  
95 determine that the faculty member's performance in the category is unsatisfactory, then  
96 the faculty member's performance in that category shall be deemed satisfactory.
- 97 e. For a departmental tenure committee to determine that an individual's performance in  
98 any category is unsatisfactory, a minimum of sixty percent of the committee must vote  
99 in favor of a finding of unsatisfactory performance in that category.
- 100 f. The unit's operating procedures should specify the scope of materials for review, the  
101 voting procedures, and the method of voting.  
102

103  
104  
105 [1] In other words, the minimum criteria for satisfactory performance in each category (teaching,  
106 scholarly and creative activity, and service) are the minimum criteria for performance that is not  
107 professionally incompetent.

108 [2] The categories in which the individual is unsatisfactory can be different in the two consecutive  
109 years.

110 [3] In the evaluation of an overall unsatisfactory, the department tenure committee is not constrained to  
111 uphold or reject the chair's evaluation in each category, but rather forms an independent assessment of  
112 the individual's performance.  
113  
114

## **Appendix D: Graduate Credit Earned by Undergraduates**

### **4+1 Early Entry Program**

**Description:** Exceptional UALR and UAMS undergraduate students may apply and be accepted to select graduate programs and begin working toward their graduate degree while completing their baccalaureate degree. The 4+1 early entry program will allow participating students to combine their undergraduate studies with related graduate-level work. Additionally, it will enable them to complete their graduate degree in a shorter amount of time than the traditional path.

#### **Admissions Requirements:**

- Undergraduate students may apply and be accepted any time after completing 75 or more hours of undergraduate coursework. However, at least 90 hours of undergraduate coursework must have been completed by the time the first graduate course is taken.
- All applicants must have at least a 3.2 overall GPA.
- All applicants must complete an application for and be accepted into the desired graduate program and the UALR Graduate School.
- All applicants must complete an Early-Entry Program form and have it approved by the graduate coordinator and the Graduate School. This form must be approved before the student begins graduate coursework. Failure to obtain prior approval negates the ability to “double count” courses. Specific programs may have more rigorous admissions criteria. The student should contact the desired program to determine these requirements before applying.

#### **Graduate Credit:**

- Once accepted into a graduate program, students can take up to 12 hours of graduate coursework, which will count towards both the baccalaureate degree and the graduate degree. Individual graduate programs may allow fewer graduate hours to be taken at the undergraduate level; students should check with their prospective program to determine these limits.
- Students must finish their baccalaureate degrees before they complete 15 hours of graduate coursework.

#### **Program Restrictions:**

- To ensure that they follow the proper degree plan, students must meet with a graduate-level advisor upon acceptance to the 4+1 program to map out the graduate courses they will take.
- Accepted students will have provisional status in the graduate program, pending the award of their baccalaureate degree.
- If, at the end of his/her baccalaureate degree, a 4+1 student has failed to meet the Graduate School admission requirement of a 3.0 overall undergraduate GPA with no grades below a B, she/he will be dismissed from the graduate program.
- Students accepted into the 4+1 program will be subject to the same policies as traditionally matriculated graduate students.
- The 4+1 program may not be used in conjunction with the credit reservation program; therefore, no graduate courses taken before admission to the 4+1 program may be applied to a graduate degree.