

Faculty Senate Meeting Minutes

October 28, 2022

Meeting called to order at 1:04 pm

I. Welcome and Roll Call

Attending: CHASSE– Hamilton, Cheatham, Anson, Blevins-Knabe, Harris, Vilar, Carter, Cox, Hagins, Hunter, Scheidt, Scranton, Groesbeck; CSTEM– Hardeman, Milanova,, DeAngelis, Khodakovskaya, Deng, Nichols, Sharma, Woolbright;CBHHS– Lewis, Atkins, Ruhr, Sadaka, Woolridge, Knight, Golden, Felan, Solomon; LIBRARY–Macheak; LAW– Boles, Silverstein; EX OFFICIO–Drale, Bain, Matson, Forcum

Absent: Jones, Woodmansee, Bradley, Wright, Blanton, Staley, Bajwa

II. Review of Minutes from September 30, 2022

Nancy Hamilton moved to approve the minutes from the September 30 meeting. Rosalie Cheatham seconded the motion. The minutes were approved.

III. Overview of Faculty Senate meeting structure and procedures -- Joanne Matson: SKIP

IV. Announcements–None

V. Airing of Concerns and Congratulations (2 minute limit) None

VI. Introduction of New Topics (2 minute limit)

Michael DeAngelis: Stated that Several people for a long time have been talking about the syllabi issue and the need to include certain university policies in the syllabus. A lot of faculty feel they want their syllabi to focus on course content and questions including university policies in the syllabus. Michael would like to examine this more and consider redirecting students to the student handbook or a website or to create a separate University syllabus. He thinks that there is a lot of opportunity for faculty to get it wrong and he thinks that is the reason behind Simple Syllabus. He has been thinking about this and plans to work on ideas and possible legislation. He will be working on this over the next month and would welcome anyone who is interested.

President Matson: To that end on the Senate Page there is a link to all policies passed by the Senate and this includes the syllabi policies. It is not updated and she will send everyone a current version of the Syllabus Policy.

Nancy Hamilton: Asked how long has the link been there?

President Matson: A long time and I just noticed it and it needs updating. It is like a log and it should have the most recent at the top.

Any other new topics—none.

President Matson: She stated she wanted to talk about what Michael just mentioned. She thanked the Provost's Office and Grad School for providing the funding for a GA to help put this together. There is a draft on the senate page left hand side. It is called Operations and Motions. It has links to the Constitution where we are using Robert's Rules of Orders, newly revised. We have categorized three types of motions: legislation; recommendation; and resolution. This is roughly what we have done in the past. A legislative motion covers matters that the Faculty Senate has direct say and control over such as the curriculum or admissions requirements. The Chancellor will either approve or disapprove legislative motions. A letter of explanation will accompany any disapprovals. The recommendation motions respond to or make recommendations about issues outside the faculty legislative authority, such as administrative or IT policies.

E.g.; recommendation to create an Assembly listserv.

The Chancellor will respond to recommendations in a letter to the faculty senate.

Resolution motions have no restriction, but are often statements for the Senate's public stance or opinion, such as support for a movement of commendations.

E.g.; Resolution to commend the women's volleyball team.

The Chancellor may or may not respond to resolutions.

The next section covers the process of writing a motion. Motions have four primary elements, two required and two optional. The header(1) and the Actual Motion (3) are required. The Preamble (2) and the Commentary (4) are optional. There is a reminder of timeliness, so you don't have to plow through the Constitution to figure that out. A motion needs to be sent to the President of the Faculty Senate at least two weeks before the next Senate meeting. This is done through email or use of a Google form.

The motion will then be reviewed by the Executive Committee and placed on the agenda for a scheduled Faculty Senate meeting. One week (7 calendar days) before the Senate meeting, the agenda will go out to the listservs and will be posted on the Senate website. The Senate will then notify the campus through appropriate listservs. 10 calendar days after the notifications is the deadline for the campus review of any Senate

action. 25 days after the notification is the deadline for the Chancellor to review any Senate actions.

Comments or Questions:

Josh Silverstein: Asked can you show us again where it is?

President Matson: Stated it is on the senate home page—bottom left.

VII. Reports:

- a. Senate President Report -- Joanne Matson -None
- b. Chancellor's Report – Christy Drale, Chancellor

Chancellor Drale: She stated she had a brief report. She started with some recognition. She gave a shout out to Stacy Pendegraft and the cast of the Threepenny Opera. She went to the opening night. It is not easy material, but these students really stepped up to tackle this difficult play and they did a spectacular job. It was very interdisciplinary. Simon Hawkins has a prominent role and you will see a different side of Simon that you have seen. Kudos to Rebecca Glazier and her team. They are putting on a Race and Faith summit next week to highlight the research findings. It will also highlight the activities of the congregations that are doing community work. So, wonderful work there. Another shout out to the student athletes. Since we moved to the Ohio Valley Conference, we have had player of the week named by the OVC just about every week of the fall semester. These sports are women's soccer and women's and men's golf. They do a wonderful job representing our university.

The Chancellor had a couple of announcements to share with the Senate.. For the November 2 Discover Day, which is our big annual recruitment event for high school seniors, we have almost 2,800 high school students signed up for that event. To put this into context, our last pre-Covid number was in 2019 and we had 1200. This year is the largest number we have had since we started keeping track of this. Nearly a 100% increase.

Cody Decker: There are 70% seniors, 20% juniors, and 5% sophomores.

Chancellor Drale: We have hired a new Budget Director. Her name is Deana Warner and she comes to us from UAFS where she was assistant comptroller there and she has done extensive work in private industry. Incidentally, she knows Workday. She begins with us on November 1. Of the committees that you

would normally have the Budget Director's participation, Deana is the one you will want to invite.

That is all for announcements. She had a couple of other things. The legislative acts that went through in the Senate meeting have been signed and these will be returned. The Chancellor reported that she was working on the recommendation sent to her and will have it back to us before the next Senate meeting. She also mentioned that it is not too early to start thinking about holiday wish lists. Normally, we do not put big ticket items on this list. It is for things that an individual can see and they are able to buy these items. It is a way to help an individual department.

The Chancellor reminded us of the email that went from communication and marketing this morning. It is about them working with units to help with marketing issues so be thinking about the ways you can utilize their offer of help. The Chancellor highly recommends for all academic units to really be thinking about their students' stories and about students succeeding and overcoming obstacles and barriers.

Questions:

Micheal DeAngelis: He asked when will the previous year's budgets be published, the last year is FY 21.

Chancellor Drale: She reported it was a catch up thing and she will ask about ETA for this being updated.

Noureen Siraj: Reported that they are losing research active faculty and they lost around ten last month. She asked if anyone was doing a survey about this? She reported losing faculty and having to have start-up funding for new faculty. She reported that our salaries are not up to the standard of these positions posted elsewhere. Someone should look into this.

Chancellor Drale: Are you asking about the salary study that was done?

Noureen Siraj: She said she was asking about the hiring of research active faculty and the retention of these faculty, retention--(some difficulty with the microphone).

Chancellor Drale: Stated that these were questions that she will have to reach out to the Provost and will report back on.

c. Provost's report moved from later in agenda

Provost Bain: Dr. Larry Whitman's college, particularly engineering, received a six point seven five million dollar gift from Dr. Chan's family. What a transformational gift this will be.

The Provost reported just returning from the CUMU conference about Urban Metropolitan Universities and one of the takeaways is that she will be working with Dr. Decker to discuss the need to support two generations—explore a clothes closet for kids 18 mo to 11 years old. Dr. Decker reported to her that there is space for this closet in the new leadership center. This is in the discovery phase—stay tuned for updates.

The salary adjustment letters have gone out and they are retroactive to the start of the contract for this year. There will be a full award for the difference. If you have not received your letter, she needs to know. We will need to go in and update that document to reflect the salary changes.

She is in the process of working with Chrstian O'Neal in the development of the annual report that we turn in as an institution to the anonymous donor who gave us the money for the retention scholarships as well as the retention initiative that we have here on campus. That is a good time to look at that budget and see how we are using these funds.

Dr. Bruce Murphy gave money to nursing for a social worker. This was expanded to the whole college. Then another social worker was hired and placed within the Donaghey Student Center. These social workers have a two week waiting list because they are utilized so much. Dr. Decker reported to the Provost that our counseling center is seeing, on average, one hundred students per week. So we are moving forward to hiring another social worker so each of the three colleges will have a social worker placed in the Dean's office to provide service to the undergraduate and graduate students. When students go to the social workers, it is all confidential. Dr. Shannon Collier-Tenison will have oversight for that cohort. She will assist with data collection and there will be some very rich information about what our students are facing and some of the support that is needed. She expects this will be in place by January 1. They are also piloting with these

dollars, emergency funds to use with those students. There will be \$80,000 set aside to help students in areas of need. You can refer students or they can self refer.

Per the Provost, the Chancellor has allowed us to roll over tech fee dollars from last year—when we had Cares Money—we will be able to bulk order some computers for academic affairs. It will be up to the academic units to prioritize needs.

A reminder that there was a long time when governance documents got clogged up and did not move far in the process. Rosalie Cheatham and the Provost and Rosalie's committee are working to get things through the pipeline. If you have not looked at your governance document in quite some time, it is now time to do so. The Governance Committee goes into a lot of detail about how they review and give a lot of feedback. When the documents come to the Provost, she looks to see that it adheres to policy. If you have instructors in your academic unit they must be addressed in your document. Also what you are looking for in with distinguished or university professors. She has asked the Deans to do an assessment of the research and student labs or any educational space that we need to invest in. She would like a comprehensive list and she is not expecting to have dollars associated with the list. She needs to know: does the floor need to be replaced; does it need to be painted; lighting; furniture; do walls need to be repaired; do we need keypads. She will make a pitch for some dollars to start working on this list. The lists should be prioritized. Some of the lab issues have been addressed. She has asked the chairs to critically look at maintenance budgets. There has not been a formula for this. It needs to be assessed what is adequate. Ask for a solid discussion of this and what is needed and get expendable dollars you have. She would like to publicly thank the Chancellor. Chairs and directors have been reminded of the position request process. She is accumulating dollars for investment on the academic side of the house. For example, if you had a professor retire and we are going to hire an assistant professor, those salary dollar differences are going to the PIR—Provost Instructional Reserve account.

Questions:

Nancy Hamilton: The pot of money to help students—is it for both undergraduate and graduate students?

Provost: Yes

Michael DeAngelis: He wanted to thank the Provost for her responsiveness in looking at the infrastructure needs. He reported he had already filled out the spreadsheet and may have a few more ideas about that. He thanked her for this and working to move the governance documents through more quickly.

Michael had a couple of quick questions about tech fees: He does not have a good idea of how much they get in tech fees every year. Is this something that you have considered publishing in some way to add some transparency to that process? Is it published somewhere? The second is that he has submitted tech fees and they have been denied—probably for good reason. It would be helpful to get some feedback, so I will not make those mistakes again.

Provost Bain: Just as we said with maintenance we have to get a sense of tech fee dollars—we had two years of cares dollars that offset us having to use the tech fee dollars. The two hundred thousand dollars that rolled over, we were able to buy computers this year. We will need to be in some dialog about tech fees. They were supposed to be used to address what was previously covered by lab equipment and that sort of thing. When there is a request for tech fees, there is a group GOOGLE spreadsheet that your Dean has access to and they plug it in with an estimated cost and then she will have a conversation with them if it is something that she doesn't understand. It is not intended to send students to conferences and it is not intended to pay professional organization memberships for academic units. It is for technology and laboratory kinds of things. Provost Bain said that Amy Frets sends out every year, the list of courses that have practicum fees; clinical fees; experience fees, so each unit can check to see if these are correct.

Michael DeAngelis: Quick follow up to that. That is the part he is uncertain about. He thinks that experiential learning fees, for example, for many of our courses were set years ago. He thinks that the curriculum has changed in our program and the fees have not been adjusted and He is uncertain how to do that.

Provost Bain: I would ask your unit head to ask Amy.

Larry Whitman: Larry reported tha Jeff is working on that now with Tansel so the best course would be for you to work with them.

Michael DeAngelis: That is great to hear and he hoped that they would talk with him. They use the 11th day count to know how many dollars.

Larry Whitman: These come in late in the semester

Rosalie Cheatham: If asking for more money, they have to go to the Board.

Chancellor Drae: Typically we approve fees once per year. There are a number of course attached fees. Normally these are approved when the budget is approved.

Rosalie Cheatham: So for the March meeting these should be turned in during February.

Angela Hunter: Just a thought for the faculty and administration to consider: Because raises are hard to come by and you know there are faculty who have just recently gotten tenure who have had no raise yet or at least one year raise. Many stay at the Associate Professor level, on the tenure track or take decades to move up to Full Professor. Right now, how the funding works is you get the bigger bump going up to full and a smaller bump going up to associate. I was thinking that it makes more sense in this climate, right in the twenty-first century where we are that it would be the opposite. She just wanted to put out that this might be something the Senate wants to explore or the Chancellor or Provost would be interested in exploring.

Noureen Siraj: Also regarding the salary issue. She reported that she was seeing that the associate professor salary is less than the assistant professor salary. Are you planning a new salary survey due to the mergers of the colleges?

Provost Bain: Refers to this study as a first step. What it raises is different categories of things that we should be looking at. The issue that we have to grapple with is the availability of funds. Several people have contacted her about looking at other things.

- d. [Undergraduate Council Report](#)
- e. Graduate Council–report will be sent to President Matson by tuesday
- f. [Core Council](#)
- g. Governance Committee -- Rosalie Cheatham

[Report](#),

[Status of Department Documents](#)

Rosalie Cheatham: Stated she appreciated the provost and the Chancellor working with us to get these documents reviewed. She asked that once you get

these documents with comments back that you return them to them within sixty days.

h. Traffic Committee--Jeremy Patrocki, Chair

Jeremy Patrocki: The Traffic Committee met about the eStem traffic and also met to talk about the handicap spots by Dickinson and the Education Building during the construction. Most of the faculty that are on the committee have never met with the committee. So they leaned on the Chief Security Officer and her staff. What they were told is that the guidelines at eStem are between eStem and the University Cabinet. How they do their drop offs and pickups—they said we could stress to the faculty when their drop off times are so the faculty will know which direction they should go during these times. They said that they have no way to know if the parents are dropping off the student where they are supposed to. They did note that it will get worse in the fall 2023 because eStem enrollment will be increasing.

Construction and handicap slots behind Dickinson were discussed. Per PSO these individuals have been informed of their new place to park and that they will have a ride from these parking lots to their buildings if needed.

Questions:

Rosalie Cheatham: Sted that in the middle of day, they park along the insert and are sticking out in the street.

Jeremy Patrocki: Reported that they are going to try to get out to the faculty at least the drop off and pickup times for eStem. They run these on the honor system and they felt like that needed to be changed. There are many u-turns.

President Matson: So it seems possible that the committee could compile some recommendations for the Cabinet going forward.

Jeremy Patrocki: Stated they meet again to work on these issues.

Rosalie Shahan: There used to be signs pointing to Big Lots.

Jeremy Patrocki: That has now changed.

i. Report on construction from Vice Chancellor Ganz and AVC Hutchins

Jerry Ganz: Shared screen to show map of campus with the projects upcoming. Now called Trojan Way from 28th street to Campus Drive. Photos of projections of how Trojan Way will look. Bailey Center will have three different sizes of patios—name bricks will be moved from the library plaza to this walkway. Photos shown of how Library Plaza and Trojan Way will look. The Education building demo has begun and is about half way through. There is more work to do and a lot more of moving the debris and the foundation. New fencing will be going up for the Trojan Way. The west entrance and the Alumni Patio project will not get started until spring. You will not see much activity over there until March. They are in heavy planning.

Johanna Miller Lewis: She had a question about the pavers. She reported that she had a disability and had fallen on the bricks numerous times.

Jerry Ganz: They are individual pavers, but from the very get go they emphasized the importance of and the critical nature of the fact that the transition from paver to paver should be almost imperceptible. Leslie, do you want to mention any more about this?

Leslie Hutchins: Michael asked in the chat about using Arkansas native plants. That is what the design currently has in it. We will share this on our website.

President Matson: Do you predict any future parking issues?

Jerry Ganz: They are all addressed at this point. We have been working with people individually to make sure that everyone's needs are addressed. We have an all day ride service. As far as future parking issues, we expect there may be further disruptions as there will be a lot of construction vehicles on campus. The circular lot at the north end of Fine Arts will not exist anymore. Possibly some staging in Lot 4, but this is not for sure. We will keep you posted.

Leslie Hutchins: If anything changes we will put this in our communications that go out to the campus.

Michael DeAngelis: Had a question about the area behind ETAS staying open and Leslie Hutchins said that it would remain open.

President Matson: Thank your Vice Chancellor Ganz and Associate Vice Chancellor Hutchins.

VIII. Old Business

None

IX. New Business

President Matson: This is the end of our reports and we have one issue on the agenda. Zac, would you like to introduce this.

Zac Hagins: This is just coming from UGC. We move to revise the Academic Clemency Policy to allow students receiving academic clemency to be eligible for graduation honors. This brings the academic clemency policy in line with the honors policy changes that the Senate approved in the last meeting. So that a student who requested and received academic clemency remains eligible to graduate with honors pursuant to the honors policy.

President Matson: Asked for questions and there were none.

A poll was created. Motion Passed 27 to 3.

President Matson: This is the end of our actions for the Senate.

1. **FS_2022_26 Undergraduate Council** (Legislation. Majority vote; no second required). revise the Academic Clemency policy (501.1) to allow students receiving academic clemency to be eligible for graduation honors.

Be it resolved to revise the Academic Clemency policy (501.1; *no previous revision date listed*) as shown below (underline indicates addition; strikethrough indicates deletion);

And be it resolved that, if approved, the revised policy would be implemented beginning with spring 2023 graduates.

Commentary: This change brings the Academic Clemency policy in line with the recently revised Honors policy, which allowed students receiving academic clemency to still be eligible for graduation honors assuming they met all other criteria necessary to earn graduation honors. The motion passed to revise the

Honors policy called for that policy to go into effect beginning with the spring 2023 graduates, so these changes to the Academic Clemency policy should mirror that timeline.

X. Open Forum–Nothing

XI. Adjourn: Rosalie Cheatham moved to adjourn and Angela Hunter seconded. Meeting adjourned at 2:42.