

**Academic Senate Council Meeting Agenda
January 30, 2023**

I. Approval of December Meeting Minutes

II. Updates and New Business (Martin and others)

- a. Call for nominations to fill one seat for the following UAMS committees (see notes for committee descriptions):
 - i. Academic Policy Committee
 - ii. Intercollegiate Faculty Committee
 - iii. OSPAN Advisory Board
 - iv. Space Committee
- b. Discussion: Process to monitor and disseminate committee reports/minutes/policies from: Deans Advisory Council, Institutional Assessment and Effectiveness, and the Academic Affairs Advisory committees
 - i. MS Teams – Box Folder Integration (Huitt)
- c. Budget update
- d. Constitute Membership and Elections Committee (see notes from constitution)
- e. Tribute to Dean Smythe (Mendirata)
- f. Replacing open seat previously held by Sean Young (**Goudie**)

III. Committee Reports

- a. Research Committee (Gan)
- b. Faculty Affairs Committee (Aykin-Burns)
- c. Communications Committee (Hayar)

IV. College Officer Reports

- a. Graduate School (Macnicol, Li)
- b. College of Health Professions (Walter, Simmons)
- c. College of Medicine (Cherney, Sanders, Stronach)
- d. College of Nursing (Degravelles, Nagle)
- e. College of Pharmacy (D Jones, Gressler)
- f. College of Public Health (Goudie)
- g. Academic Affairs (Gafford, Strahan)
- h. Associated Student Government (Hunt)

V. Announcements

- a. Senate Seminar: noon, February 8, 2023
 - i. National Issues of Concern to Shared Governance
Gwen Kay, Professor, SUNY Oswego,
President of National Council of Faculty Senates

b. Holliday Drive: 12th street Wellness Center – See below

Notes On Campus Committees

The Academic Policy Committee formulates policies to provide guidance on relevant issues related to education programs and processes; student affairs, faculty issues and other academic and administrative issues. The committee reviews and recommends proposed policies for approval by the Council of Deans. There are representatives from the colleges, Graduate School, and select Academic Affairs departments. **Meets 2x month**

The OSPAN Governance Advisory Board (OSPAN GAB) shall provide guidance, recommendations and support to help ensure the administrative services provided by the Office of Sponsored Programs Administrative Network (OSPAN) meets the needs of the university, faculty, colleges, departments, and divisions across the University of Arkansas for Medical Sciences (UAMS). **Meets minimum of 1x per quarter**

Intercollegiate faculty committee: Assistant or Associate Deans in charge of faculty affairs for each of the colleges serve on this committee. **Meets 1x month**

Space Committee: No description or meeting frequency but this member will be a non-voting member of the committee

Notes on Membership and Elections Committee from the Constitution

Membership and Elections Committee

The Membership and Elections Committee is composed of: one of the elected College representatives from each College, one of the at large members, and the past-president. A member will exclude themselves from the committee if they are planning to be nominated for a position.

The Membership and Elections Committee will prepare a slate of nominees for each Academic Senate office to be filled and, as needed, as vacancies that should be filled occur. The committee will prepare this slate according to the procedure outlined in Article IX, Elections of the Academic Senate. The Committee is responsible for preparing the ballot, distributing and counting the votes.

Elections of the Academic Senate

Section 1. Each year during April the Academic Senate will hold an election to fill the posts of those elected at-large Academic Senate officers whose terms of office are about to expire and for College representatives for Colleges that do not have an existing College wide election process. The Membership and Elections Committee will prepare a slate of at least two and no more than three members for each office to be filled. The proposed slate will be

representative of each College and the campus-wide appointments. This slate of nominees will be listed on the agenda for the last Academic Senate meeting prior to the election; at this meeting of the Academic Senate, nominations may be made from the floor provided that approval of the person nominated is secured. Following this meeting, the Membership and Elections Committee will prepare and mail ballots or electronic mail ballots to the UAMS faculty by April 15. Faculty shall return ballots by May 1 to be counted by the Membership and Elections Committee. To be elected, a nominee must receive votes from a majority of those casting ballots. In the event no nominee receives a majority of the votes cast for an office, a runoff, with comparable time constraints, by mail or electronic mail ballot between the two nominees receiving the most votes will be immediately conducted by the Academic Senate. Colleges or units that hold college wide elections may conduct their own elections to elect their College representatives. A description of the election process and the results of the election must be communicated to the Academic Senate President by June 1.

Section 2. In the event of a vacancy in the office of the President, the President-elect will become the President, and complete the remaining time left by the vacancy in addition to his/hers normal period. The office of the Chair-elect will be declared vacant. In the event of a vacancy in the office of President-elect, Secretary, or Parliamentarian, a special election will be held to fill the office. The Membership and Elections Committee prepares a slate of nominees for the vacant position allowing for write-in nominations. This slate is submitted to the Academic Senate officers for approval. Following approval of this slate, the Membership and Elections Committee will prepare and mail or electronic ballots to the UAMS faculty, who shall return ballots within two weeks to be counted by the Membership and Elections Committee. To be elected, a nominee must receive votes from a majority of those casting ballots. In the event no nominee receives a majority of the votes cast for an office, a runoff, with comparable time restraints, by mail or electronic votes will be immediately conducted by the Academic Senate.

THIS HOLIDAY SEASON,
ACADEMIC SENATE GIVES BACK!

Holiday Drive



Help us bring joy and cheer to
patients and families of the
12th St. Health and Wellness Center

Donations will provide personal items,
kids snacks and books!

Scan to pay with Cash App: \$12thStHWC
Memo line: Senate Holiday Drive



Make check payable to:
UAMS 12th St. Health and Wellness Center