

Faculty Senate Minutes

Friday, January 17 at 11:30a.m. in M309

Call to Order

The meeting was called to order at 11:35 a.m. Senate attendees included Kristina Radivojevich, Brian Bigelow, Rebecca Baird, Matt Buel, and Brandy Proctor (Absent: Jan Layton) Guest: Brooke Grissum

Old Business:

1. **Approval of Minutes:** The minutes from the previous meeting were approved. [Faculty Senate Minutes11.22.24.docx](#)

New Business:

1. **Maternity/Sick Leave Bank/FMLA-** Questions were brought to the senate concerning maternity leave, length of employment before accruing leave, and the Arkansas government health initiative. These questions are not necessarily something that the senate can answer and will be addressed in the monthly Lunch with Administration.
2. **Canvas Inbox** – Faculty have been asking if we can have only one location where students contact us because messages are sometimes overlooked when they are in two different locations. After discussing this with Tamyia Stallings, we were informed that we cannot turn the message feature in Canvas off. Title III will also be using new software in the spring that requires the Canvas Inbox. The Senate discussed and came up with the following solutions:
 - a) Faculty may include information on how an instructor can be contacted in the syllabus (Canvas or ASUMH or both).
 - b) Faculty may include information on how they are to be contacted on the Home Page of their Canvas courses.
 - c) Faculty forward mail from Canvas inbox to their ASUMH email. This is done by going to account settings and updating notification settings.
3. **Lunch with Administrators** -- Questions for the next Lunch with Adm. (The date is yet to be determined):
 - a. **Shared Government Flow Chart**—Do we have an updated flow chart? This is needed for some of the program self-studies.
 - b. **Climate Survey**-- Is this part of the HLC requirements? Some programs need to have climate surveys as part of their self-study.
 - c. **Owl Cove**—Catering options and issues.
 - d. **Purchase Orders and Reimbursement Checks**—These are not being processed in a timely matter
 - e. **Pay Comparison with Other Universities**—Where do we stand in the system and the state? Where do we compare against local high schools?
 - f. **Maternity/Sick Leave Bank/FMLA-** Questions were brought to the senate concerning maternity leave, length of employment before accruing leave, and the Arkansas government health initiative.

Next Meeting

The next meeting is scheduled for 2/14/25 at 11:30 in M360.

Meeting adjourned at 12:05 p.m.

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