

**The University of North Carolina at Pembroke
Faculty Senate
MINUTES**

Wednesday, December 4, 2019 at 3:30 p.m.
EDUC 222

Abigail Man, Chair
Joseph Van Hassel, Secretary

Members of the Senate:

To 2020	To 2021	To 2022
ART Joseph Van Hassel	ART Mark Tollefsen	ART Laura Hess
CHS Jeffrey Warren	CHS Shenika Jones	CHS Misty Stone
EDN Joe Sciulli	EDN David Oxendine	EDN Gretchen Robinson
LET Abigail Mann	LET Wendy Miller	LET Robin Snead
NSM Nathan Phillippi	NSM Benjamin Killian	NSM Bill Brandon
SBS Michael Spivey	SBS Jack Spillan	SBS Victor Bahhouth
At-Large Melissa Schaub	At-Large Cherry Beasley	
At-Large Ottis Murray	At-Large Susan Edkins	
At-Large Joe West	At-Large David Young	
Chancellor Robin G. Cummings Provost and Vice Chancellor for Academic Affairs David Ward		

Members Present: Victor Bahhouth, Susan Edkins, Laura Hess, Shenika Jones, Benjamin Killian, Abigail Mann, Wendy Miller, Ottis Murray, David Oxendine, Gretchen Robinson, Melissa Schaub, Joe Sciulli, Robin Snead, Jack Spillan, Mark Tollefsen, Joseph Van Hassel, David Ward, Joe West, David Young

Members Absent: Cherry Beasley, Bill Brandon, Robin Cummings, Nathan Phillippi, Michael Spivey, Misty Stone, Jeffrey Warren,

Guests: Irene Aiken (Graduate School), Richard Gay (College of Arts and Sciences), Beth Holder (University College), Zoe Locklear (School of Education), Jonathan Ricks (Counseling)

Meeting was called to order at 3:30 PM

Order of Business

A. Roll Call

B. Approval of Minutes: (Appendix A) – **Approved by Acclamation**

C. Adoption of Agenda – Approved by Acclamation

D. Reports from Administration

1. Chancellor—Robin G. Cummings (not able to attend)
2. Provost and Vice Chancellor for Academic Affairs—David Ward
 - Spring enrollment is looking good right now
 - 6224 (466 higher than last Spring)
Working on getting continuing students registered, especially first time full-time students from this Fall
 - Fall 2020 applications look strong
 - Winterterm Pilot set to be 12/9-1/8
 - Four courses
 - Filled up almost instantly
 - Will see how it works, and if it should be expanded in the future
 - Budget Update: we don't have one
 - Possible to have something when the legislature comes back mid-January 2020
 - Will also discuss at the General Faculty meeting this Friday
 - Impacts hiring new faculty members as well as giving current employees raises
 - Questions
 - Does the Chancellor plan to talk about specific measures to be taken? (Melissa Schaub)
 - Answer: will be people at General Faculty Meeting to address; more direct reports as well (Abigail Mann)
 - Answer: we do have a budget, but it is last year's budget, making it difficult to move forward (Provost Ward); causes overloads for faculty
 - Virginia Teachy is planning to start a conversation in early Spring semester
 - What's the make-up of students in Winterterm classes? (Abigail Mann)
 - Answer: not sure (Provost Ward); a mix (Richard Gay)
 - Is Winterterm a separate tuition bill? (Joe Sciulli)
 - Answer: Provost Ward would like to have it count as a discreet, billable term, similar to summer term. Currently it is part of the student's spring term, and will be billed as part of that, falling within their \$500 tuition. The current model is not something the university can afford on an ongoing basis.
 - What are the four Winter term classes?
 - Art 2080; History 1150; Math 1050; Music 1040
 - All GenEd, not writing intensive

E. Reports of Committees

1. Operations Committees

- a. Executive Committee—Abigail Mann
 - a. Curriculum: Play Therapy Graduate Certificate – **Approved by Acclamation**
 - b. <https://uncp.curriculog.com/agenda:113/form>

- a. Shenika Jones gave a summary of this proposal
- c. Answer on signatures on faculty signature on drops
 - a. Abigail Mann looked into this more deeply
 - a. Catalog and Faculty Handbook do not agree
 - a. Catalog: instructor and advisor signatures
 - b. Handbook: advisor only
 - b. Possible solution is to take away instructor signature; long-term this could be taken online to be more streamlined
 - c. Questions arose on who will discuss dropping classes with the student, as sometimes they need guidance
 - d. From Provost Ward: faculty members will be required to be in their office from 9:00 AM-5:00 PM during advising week if we continue to follow the catalog language
 - e. If student cannot get advisor to sign the form, the department chair can sign by proxy
 - f. Question: is this an anomaly? Answer: no, proxy signatures have been going on for a while
 - g. EMS can look into this in the future (including changing the Faculty Handbook language), if desired
 - b. Are we as a Faculty Senate okay with going with the Handbook and not following the catalog for the Spring 2020 Semester, i.e. allowing Lumbee Hall to take off the faculty signature line from the form? Nobody in the room objected.
- d. Faculty Senate 3 Things:
 - 1. Administration and Faculty Senate working together to address when administrative software is impeding faculty productivity
 - 1. Curriculog, ChromeRiver, for example
 - 2. AITC and FIAC are very proactive on this
 - 3. Virginia Teachy has also been very helpful
 - 2. Continuing to work on getting needful information to faculty in effective manner
 - 1. Abigail Mann asked: does anybody have items to bring forward regarding communication on campus at the upcoming LEAN meeting.
 - 1. What is the definition of needful information? – Melissa Schaub
 - 2. Is the meeting informational or for a decision? – Joe Sciulli; Answer: not sure – Abigail Mann
 - 3. Seems to be an issue that only one faculty member was invited to this meeting involving communication – Robin Snead; Answer: Not

limited to faculty, but communication across campus; potentially wish to solve blanket emails sent out across campus being ignored – Provost Ward

3. FERS has been investigating our promotion and tenure model within system best practices, developed recommendations
 1. Will be discussed at the upcoming General Faculty Meeting before coming to Faculty Senate
 2. Suggestion is to bring first non-tenured faculty evaluation to year two
- b. Committee on Committees & Elections—David Oxendine
 - a. Approval of Committee/Subcommittee nominations and information on appointments (Appendix B) – **Amendment on Appendix B – FDW and FERS spots also need to be voted on – Approved by Acclamation with amendment**
 - c. Committee on Faculty Governance—Cherry Beasley – **Did not attend Faculty Senate meeting**
 - a. Continue to work on language of constitution and bylaws to increase the length of the terms of Faculty Senate chair and senators and the election of Faculty Assembly delegate
 - a. Looking at the potential of chairs with two-year terms, senators with four-year terms

2. Standing Committees

- a. Academic Affairs Committee—Robin Snead
 - a. Informational curriculum:
New courses from the Department of Counseling that comprise the Play Therapy Graduate Certificate
 - o CNS 5810, Introduction to Play Therapy
 - o CNS 5820, Play Therapy Theories and Techniques
 - o CNS 5830, Play Therapy for Specific Challenges
 - o CNS 5840 Filial and Family Play Therapy
Writing Intensive program designation (WD) for EDN 4020, Non-Licensure Internship (Department of Teacher Education)
 - o **Discussed Document from Library: Library Advisory Board creation**
 - o **3 separate boards – students, faculty, staff/community (Friends of the Library)/alumni**
 - o **Discussed Library Collection and Deaccession Statement**
 - o **AA Forwarded comments to Scott Billingsley and Dennis Swanson**
- b. Faculty & Institutional Affairs Committee— Joe Sciulli
 - a. P & T Language clarification for adjuncts and tenure-track faculty
 - b. Virginia Teachy attended meeting and discussed budget; also discussed ChromeRiver – problems with customer service being evaluated
 - c. Update on Searches: two Deans, Advancement – gathering applications right now for dean searches, finalizing job description for Advancement search

c. Student Affairs & Campus Life Committee—David Young – NO REPORT (no quorum at most recent meeting)

a. Continuing to look into interpersonal violence, and how to get students more information on this through UNV 1000

d. Academic Information Technology Committee—Joe West – NO REPORT

E. Faculty Assembly (Appendix C)

a. Cherry Beasley not in attendance at Faculty Senate meeting

b. Assembly is trying to come up with talking points to use with legislators regarding faculty raises

F. Teacher Education Committee (Appendix D) – No Questions

G. Graduate Council (Appendix E) – No Questions

H. Other Committees

G. Unfinished Business - NONE

H. New Business – NONE

I. For the Good of the Order

○ Melissa Schaub – request not to mess with scheduling as it occurred this semester—exam week after Thanksgiving, Fall Break in a different place – does the calendar committee look at things like this? Can we communicate this with the Calendar Committee? Faculty representation a good thing.

○ Response from Robin Snead (member of Calendar Committee): decisions are often made because of federal mandates

○ Response from Irene Aiken (longtime member of Calendar Committee): agrees with Robin—there are genuine reasons for scheduling

J. Announcements

K. Adjournment – Meeting was adjourned at 4:47