

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

Wednesday, September 7, 2016 at 3:30 p.m.
213 Chavis University Center

Sara Simmons, Chair
Aaron Vandermeer, Secretary

Members of the Senate:

To 2017	To 2018	To 2019
ART Jonathan Maisonpierre	ART June Power	ART Aaron Vandermeer
EDN Joe Sciulli	EDN Carol Higy	EDN Heather Dial Sellers
LET Cynthia Miecznikowski	LET Jesse Peters	LET Enrique Porrua
NSM Tom Dooling	NSM Dennis McCracken	NSM Sally Vallabha
SBS Brooke Kelly	SBS Xinyan Shi	SBS Mitu Ashraf
At-Large Scott Hicks	At-Large Beverly Justice	At-Large Jose D'Arruda
At-Large David Nikkel	At-Large Cliff Mensah	At-Large Polina Chemishanova
At-Large Sara Simmons	At-Large David Young	At-Large John Parnell
Chancellor Robin G. Cummings Provost and Vice Chancellor for Academic Affairs Zoe Locklear		

Order of Business

- A. Roll Call**
- B. Approval of Minutes ([Appendix A](#))**
- C. Adoption of Agenda**
- D. Reports from Administration**
 - 1. Chancellor—Robin G. Cummings
 - 2. Provost and Vice Chancellor for Academic Affairs—Zoe Locklear
- E. Reports of Committees**
 - 1. Operations Committees
 - a. Executive Committee—Sara Simmons
 - 1. Invited presentation on the BraveBook initiative introduced at the Braves Kickoff on August 10
 - 2. Appointment by the Executive Committee of Tom Dooling to serve as Chair pro tem of the Faculty Senate in the absence of the elected Chair
 - 3. On August 16, 2016, the Executive Committee met with Chancellor Cummings and Provost Locklear for discussion about priorities for the year and about how strong shared governance can help UNCP to continue to move forward.
 - 4. A schedule for submission of minutes and agendas is being shared with all chairs of Operations Committees and Standing

Committees for dissemination to all subcommittee chairs. It is our hope that this process will help us assure that all committee and subcommittee websites are kept updated and current over the coming academic year. ([Appendix B](#))

- b. Committee on Committees & Elections—Tom Dooling
 - 1. Proposal to appoint the following faculty members to fill vacancies: Emilia Bak (ARTS to 2018) to the Enrollment Management Subcommittee; Ottis Murray (SBS to 2017) and Mabel Rivera (EDUC to 2019) to the Committee on Faculty Governance; Monika Brown (LETT to 2017) to the Curriculum Subcommittee; Mary Ann Jacobs (LETT to 2017) to the Faculty Development and Welfare Subcommittee
 - 2. Proposal to appoint the following to the Faculty Grievance Advisory Committee: Scott Hicks, Former Senate Chair; Leah Fiorentino, Former Chair of the Hearing Committee; William Crandall, former Chair of the Grievance Committee
- c. Committee on Faculty Governance—Jesse Peters
- 2. Standing Committees
 - a. Academic Affairs Committee—Jonathan Maisonpierre
 - b. Faculty & Institutional Affairs Committee— Jesse Peters
 - c. Student Affairs & Campus Life Committee—Brooke Kelly

- F. Faculty Assembly Report ([Appendix C](#))**
- G. Teacher Education Committee ([Appendix D](#))**
- H. Graduate Council**
- I. Other Committees**
- J. Unfinished Business**
- K. New Business**
- L. Announcements**
- M. Adjournment**

Appendix A

The University of North Carolina at Pembroke

Faculty Senate Minutes

Wednesday, May 4, 2016 at 3:30 p.m.

213 Chavis University Center

Scott Hicks, Chair

Roger Guy, Secretary

Members of the Senate:

To 2016	To 2017	To 2018
ART Aaron Vandermeer	ART Jonathan Maisonpierre	ART June Power
EDN Susan Edkins	EDN Joe Sciulli	EDN Carol Higy
LET Polina Chemishanova	LET Cynthia Miecznikowski	LET Jesse Peters
NSM Patricia Sellers	NSM Tom Dooling	NSM Dennis McCracken
SBS Rick Crandall	SBS Brooke Kelly	SBS Xinyan Shi
At-Large Jeff Bolles	At-Large Scott Hicks	At-Large Beverly Justice
At-Large Jose D'Arruda	At-Large David Nikkel	At-Large Cliff Mensah
At-Large Roger Guy	At-Large Sara Simmons	At-Large David Young
Chancellor Robin Gary Cummings Provost and Vice Chancellor for Academic Affairs Zoe Locklear		

Members Present: Polina Chemishanova Jose D'Arruda, Tom Dooling, Roger Guy, Scott Hicks, Beverly Justice, Brooke Kelly, Zoe Locklear, Dennis McCracken, Cynthia Miecznikowski, David, Patricia Sellers, Joe Sciulli, Xinyan Shi, Sara Simmons, Aaron Vandermeer, David Young

Members Absent: Rick Crandall, Susan Edkins, Carol Higy, Jonathan Maisonpierre, Cliff Mensah, Jesse Peters, June Power.

Guests: Cherry Beasley, Scott Billingsley, Youngsuk Chae, Teagan Decker, Rebecca Bullard-Dillard, Jeff Frederick, Rita Hagevik, Abby Mann, Daren Nelson, Sara Oswald, Jaime Martinez, Connie Mullinix, Jesse Rouse, Rachel Smith, Melissa Schaub, Karen Stanley

Order of Business

- A. Roll Call
- B. Approval of Minutes - The Minutes were approved 16-0-0

C. **Adoption of Agenda - The Agenda was adopted 16-0-0 with the revision that the report of the Faculty Research Advisory Board would follow the report from the Provost.**

D. **Reports from Administration**

1. Chancellor—Robin Gary Cummings

Dr. Cummings thanked the Senate for their participation in the Chancellor's Installation noting that the event was important for UNCP, the community, and region at large. He urged the Senators to attend the upcoming commencement ceremony, and stated that he was attempting to gain commitments from deans and administrators to attend both the undergraduate and graduate ceremonies in the future. He recognized the large number of volunteer hours given to the community by UNCP students. Students participated in over 13,000 hours of service learning and about 13,000 hours of co-curricular service, amounting to more than \$700,000 worth of labor. Students engaged in service learning had an average GPA of 3.3. Students raised over \$22,000 in their community efforts. He acknowledged the efforts of Christie Poteet, Director of the Office for Community and Civic Engagement as being instrumental in the increase of student participation in community involvement. Dr. Cummings concluded with a brief discussion of the initial state budget put forth by Governor McCrory, which included a projected 3 percent salary bonus for state employees.

2. Provost and Vice Chancellor for Academic Affairs—Zoe Locklear

Dr. Locklear acknowledged and thanked the Senate for their close and productive working relationship with the administration during the past year. She thanked all faculty who participated in the most recent National Council for Accreditation of Teacher Education (NCATE) visit noting that there was extraordinary faculty support. She thanked Dr. Karen Stanley, Interim Dean of the School of Education, for leading the efforts in this recent and successful NCATE reaccreditation.

3. Faculty Research Advisory Board (**See Appendix AE in Agenda**)

E. **Reports of Committees**

1. Operations Committees

a. Executive Committee—Scott Hicks

Dr. Hicks reported that the Executive Committee is reviewing responses to the Faculty Evaluation of Administrators and is preparing a report for Chancellor Cummings and is pleased that this year's response rate is approximately 10 percent higher than last year's. He thanked the strong faculty turnout at the April 8 installation ceremony.

1. Resolution on the N.C. "Guaranteed" Admissions Program - **Motion Passed 16-0-0**

2. Resolution on N.C. House Bill 2 and UNCP Student Senate Resolution 10 - **Motion Passed 16-0-0**

b. Committee on Committees & Elections—Aaron Vandermeer

1. Proposal to accept nominations to committees and

subcommittees, effective AY 2016-2017

Motion Passed 16-0-0

2. Proposal to revise election of UNCP delegates to the UNC Faculty Assembly - **Motion Passed 16-0-0**
 3. Proposal to revise membership of the Subcommittee on Academic Support Services - **Motion Passed 16-0-0**
 4. Proposal to revise Committees & Elections procedures to stipulate protections of anonymity and confidentiality in voting and balloting - **Motion Passed 16-0-0**
 - c. Committee on Faculty Governance—Jesse Peters - No Report.
2. Standing Committees
- a. Academic Affairs Committee—Jose D'Arruda
 1. Proposal to describe distribution of diplomas upon commencement (Academic Affairs Committee, 8-0-0)
Motion Passed 16-0-0
 2. Proposal to require a form in order to assign a grade of Incomplete (Academic Affairs Committee, 8-0-0)
Motion Passed 16-0-0
 3. Proposal to revise the Curriculum Development and Revision Process (Academic Affairs Committee, unknown)
Motion Passed 16-0-0
 4. Proposal to create three-phased registration calendar (Academic Affairs Committee, 8-0-0)
Motion Passed 16-0-0
 5. Proposal from the Department of Chemistry & Physics to create 3+2 dual degree programs in Applied Physics, with Electrical Engineering and Mechanical Engineering, in partnership with N.C. State University (Academic Affairs Committee, 8-0-0)
Motion Passed 16-0-0
 6. Proposal from the Department of English, Theatre & Foreign Languages to revise the Minor in English by adding additional elective options (Academic Affairs Committee, 8-0-0)
Motion Passed 16-0-0
 7. Proposals from the Department of Geology & Geography
 - a. To create an interdisciplinary Minor in Sustainability (Academic Affairs Committee, 8-0-0)

- b. To create an undergraduate certificate in Geospatial Technologies (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0
- 8. Proposals from the Department of Health & Human Performance
 - a. To revise the B.S. in Athletic Training to incorporate new departmental core courses, to delete courses that have been phased out, and to maintain correct credit hours (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0
 - b. To revise the B.S. in Exercise & Sport Science by amending core course requirements, amending the Health Promotion and Exercise Physiology tracks, deleting the Recreation and Sport Management tracks, and creating a Recreation & Sport Administration track (Academic Affairs, 8-0-0)
Motion Passed 15-0-0
 - c. To revise the B.S. in Health & Physical Education by incorporating new departmental core courses (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0
 - d. To create a Minor in Sport Leadership (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0
 - e. To delete Minors in Athletic Coaching and Physical Education and the professional concentration in Human Performance (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0
- 9.¹ Proposals from the Department of History
 - a. To revise the B.A. in History by adding elective options in distribution areas (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0

¹ Senate Proposals 9 - 13 taken together to preserve a quorum.

- b. To revise the B.A. in History with Social Studies Education by reducing to 126 the total number of hours to degree (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0
 - c. To revise the B.A. in History, Social Studies Education, Middle Grades Concentration, and the B.S. in History, Social Studies Education, Secondary Concentration, by deleting CSC 4050 as a requirement (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0

- 10. Proposal from the Department of Music to revise the B.M. in Music, Keyboard Emphasis, by replacing completion of one semester of MUS 3351: Accompanying with one semester of MUSP: Private Improvisation (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0

- 11. Proposal from the Department of Nursing to revise the pre-licensure B.S.N. in Nursing and R.N./B.S.N. in Nursing Completion program by replacing completion of NUR 2000 with NUR 2020 as a requirement (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0

- 12. Proposal from the General Education Subcommittee to delist ART 2560: Web Design and HON 2510: Horizons in Math & Computer Science as General Education courses and to designate HON 2520: Mathematical Concepts & Applications as a General Education course (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0

- 13. Proposal from the QEP Committee to designate as Writing Enriched CRJ 4520/SOC4520: Women and Crime, GGY 4100: Land Use Planning, HON 2010: The Humanistic Tradition II: From Baroque to the Present, and HST 4420: History of Tudor and Stuart Britain (Academic Affairs Committee, 8-0-0)
Motion Passed 15-0-0

- b. Faculty & Institutional Affairs Committee—Sara Simmons
Dr. Simmons thanked the Chairs of the subcommittees, Faculty Evaluation Review, Faculty Development and Welfare, and Health, Safety & Environment for their efforts during the past year. She also indicated that FIAC is discussing a more transparent process

regarding surveys administered on campus noting that surveys of faculty and staff should originate in the Office of Institutional Research when possible.

- c. Student Affairs & Campus Life Committee—Brooke Kelly
Dr. Kelly thanked the faculty for completing the most recent survey on restoring the University Activity Period that was abolished under the previous chancellor.

F. Faculty Assembly Report (See Agenda, Appendix AB)

G. Teacher Education Committee (See Agenda, Appendix AC)

H. Graduate Council (See Agenda, Appendix AD)

I. Other Committees

- 1. Faculty Research Advisory Board (See Agenda Appendix AE)

J. Unfinished Business - No Unfinished Business

K. New Business - No New Business

L. Announcements

Dr. Sara Simmons is the incoming Senate Chair. She announced that she is arranging a Senate retreat and the General Faculty Meeting during the Braves Kickoff week (August 10 and 11) with a formal announcement forthcoming later in the summer.

M. Adjournment

Motion to Adjourn Passed 15-0-0

Meeting adjourned 4:47 p.m.

Respectfully Submitted,

Roger Guy, Secretary

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Appendix B

TO: Chairs and Secretaries of Faculty Senate Committees & Subcommittees
FROM: Sara Simmons, Faculty Senate Chair
RE: Notification of Meetings and Distribution of Agendas and Minutes
DATE: September 3, 2016

This memo outlines a process for the notification of Faculty Senate committee and subcommittee meetings and the distribution of agendas and minutes to the members of the General Faculty.

It is the responsibility of the chairs of committees and subcommittees to set agendas for the meetings of their committees and subcommittees and to email these agendas, including the minutes of the previous meeting pending approval, to the following individuals:

- Senate Chair Sara Simmons (sara.simmons@uncp.edu),
- Secretary Roger Guy (aaron.vandermeer@uncp.edu), and
- All *ex officio* members of the committee or subcommittee.

Notice of the agenda and minutes shall be due to the individuals listed above at least one week prior to the date of the meeting being noticed. For an agenda template, please see *Appendix A*, and for a list of deadlines, please see *Appendix C*.

It is the responsibility of the secretaries of committees and subcommittees to record the minutes of all meetings of their committees and subcommittees and to send these minutes to the chairs of their committees and subcommittees no later than three days following these meetings. It is also secretaries' responsibility to send minutes once they are approved (with corrections, if applicable) to Secretary Aaron Vandermeer, within three days of the meeting at which they are approved. For a template for minutes, please see *Appendix B*, and for a list of deadlines, please see *Appendix C*.

It is my responsibility as Faculty Senate Chair to give notice to the General Faculty of all committee and subcommittee meetings, including agendas and minutes, approximately one week prior to these meetings using the [faculty.announcements](mailto:faculty.announcements@uncp.edu) listserv. If I am unable to do so, Secretary Aaron Vandermeer will do so in my stead.

It is Secretary Aaron Vandermeer's responsibility to post to the Senate's website all committee and subcommittee agendas and minutes, the former in advance of the meetings to which they pertain and the latter following their approval by the committee or subcommittee.

In sending and receiving files, please use .docx format for all documents.

Please see *Appendix C* for an overview of relevant deadlines.

Please contact me if you have any questions or concerns, and thank you for the critical and vital role you play in shared governance at UNCP.

Appendix A: Agenda Template

Committee Name

Date, Time

Location

AGENDA

Membership:

Firstname Lastname, ARTS (to 2016)

Firstname Lastname, EDUC (to 2017)

Firstname Lastname, LETT (to 2016)

Firstname Lastname, NS&M (to 2017)

Firstname Lastname, S&BS (to 2016)

Firstname Lastname, Title (ex officio)

(identify chair and secretary)

- I. Call to Order
- II. Approval of Minutes
- III. Adoption of Agenda
- IV. Report from the Chair
- V. Reports from Administrators
- VI. Reports from Subcommittees (if applicable)
- VII. Old Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

Appendix B: Minutes Template

Committee Name
Meeting Minutes

Date
Location

Members present: [Note: include role within committee, such as chair, and title for those serving as ex-officio members. This information can be entered on the template and then moved to the “Absent” section below if the member did not attend.]

Members absent:

Also attending were:

Recording Secretary:

I. Call to Order

The meeting was called to order by Chair [name] at [time].

II. Approval of Minutes of [month & date], 201_, Meeting

The minutes of the [month & date], 201_, meeting of the [name] [Committee/ Subcommittee] were approved.

III. Adoption of Agenda

Approved without additions or corrections [or whatever the situation might be].

IV. Report from the Chair

Chair [name] reported ...

V. Reports from Administrators [if applicable]

[name], [title] reported ...

[name], [title] reported ...

[name], [title] reported ...

VI. Reports from Subcommittees [if applicable]

[name], [title] reported ...

[name], [title] reported ...

[name], [title] reported ...

VII. Old Business

[As necessary, summary of the motion, followed by a tally as to its disposition]

VIII. New Business

[As necessary, a summary of the motion, followed by a tally as to its disposition]

IX. Announcements

The next meeting will be held in [location] at [time] on [month] [date], 201_.

X. Adjournment

The meeting was adjourned at [time].

Respectfully submitted by:

[Name]

Recording Secretary

Appendix C: Relevant Deadlines

[**Note**: Dates highlighted were adjusted for holidays, fall break, spring break]

Academic Affairs Committee
3rd Wednesday of each month – UC 233
Jonathan Maisonpierre, Chair
Cynthia Miecznikowski, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 21, 2016	Sept. 14, 2016	Sept. 24, 2016	Oct. 22, 2016
Oct. 19, 2016	Oct. 12, 2016	Oct. 22, 2016	Nov. 19, 2016
Nov. 16, 2016	Nov. 9, 2016	Nov. 19, 2016	Jan. 21, 2017
Jan. 18, 2017	Jan. 11, 2017	Jan. 21, 2017	Feb. 18, 2017
Feb. 15, 2017	Feb. 8, 2017	Feb. 18, 2017	March 18, 2017
March 15, 2017	March 8, 2017	March 18, 2017	April 22, 2017
April 19, 2017	April 12, 2017	April 22, 2017	TBD

Curriculum Committee
1st Thursday of each month – UC 251
Jaime Martinez, Chair
Joseph Van Hassel, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 1, 2016	Aug. 25, 2016	Sept. 4, 2016	Oct. 9, 2016
Oct. 6, 2016	Sept. 29, 2016	Oct. 9, 2016	Nov. 6, 2016
Nov. 3, 2016	Oct. 27, 2016	Nov. 6, 2016	Dec. 4, 2016
Dec. 1, 2016	Nov. 23, 2016	Dec. 4, 2016	Feb. 5, 2017
Feb. 2, 2017	Jan. 26, 2017	Feb. 5, 2017	March 5, 2017
March 2, 2017	Feb. 23, 2017	March 5, 2017	April 9, 2017
April 6, 2017	March 30, 2017	April 9, 2017	TBD

Enrollment Management Subcommittee
2nd Wednesday of each month – UC 233
Robin Snead, Chair
Rachel Smith, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 14, 2016	Sept. 7, 2016	Sept. 17, 2016	Oct. 15, 2016

Oct. 12, 2016	Oct. 5, 2016	Oct. 15, 2016	Nov. 12, 2016
Nov. 9, 2016	Nov. 2, 2016	Nov. 12, 2016	Jan. 14, 2017
Jan. 11, 2017	Jan. 4, 2017	Jan. 14, 2017	Feb. 11, 2017
Feb. 8, 2017	Feb. 1, 2017	Feb. 11, 2017	March 18, 2017
March 15, 2017	March 8, 2017	March 18, 2017	April 15, 2017
April 12, 2017	April 5, 2017	April 15, 2017	TBD

General Education Subcommittee
4th Thursday of each month – UC 233
Abigail Mann, Chair
Valjeaner Ford, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Aug. 25, 2016	Aug. 18, 2016	Aug. 28, 2016	Sept. 25, 2016
Sept. 22, 2016	Sept. 15, 2016	Sept. 25, 2016	Oct. 30, 2016
Oct. 27, 2016	Oct. 20, 2016	Oct. 30, 2016	Nov. 20, 2016
Nov. 17, 2016	Nov. 10, 2016	Nov. 20, 2016	Jan. 29, 2017
Jan. 26, 2017	Jan. 19, 2017	Jan. 29, 2017	Feb. 25, 2017
Feb. 23, 2017	Feb. 16, 2017	Feb. 25, 2017	March 26, 2017
March 23, 2017	March 16, 2017	March 25, 2017	April 30,, 2017
April 27, 2017	April 20, 2017	April 30, 2017	TBD

Subcommittee on Academic Support Services
2nd Tuesday of each month – UC 233
Robert Arndt, Chair
_____, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 13, 2016	Sept. 6, 2016	Sept. 16, 2016	Oct. 14, 2016
Oct. 11, 2016	Oct. 4, 2016	Oct. 14, 2016	Nov. 11, 2016
Nov. 8, 2016	Nov. 1, 2016	Nov. 11, 2016	Jan. 13, 2017
Jan. 10, 2017	Jan. 3, 2017	Jan. 13, 2017	Feb. 17, 2017
Feb. 14, 2017	Feb. 7, 2017	Feb. 17, 2017	March 17, 2017
March 14, 2017	March 7, 2017	March 17, 2017	April 14, 2017
April 11, 2017	April 4, 2017	April 14, 2017	TBD

Committee on Committees & Elections
 Tom Dooling, Chair
 _____, Secretary

This committee meets as needed.

Committee on Faculty Governance
 3rd Tuesday of each month – UC 233
 Jesse Peters, Chair
 _____, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 20, 2016	Sept. 13, 2016	Sept. 23, 2016	Oct. 21, 2016
Oct. 18, 2016	Oct. 11, 2016	Oct. 21, 2016	Nov. 18, 2016
Nov. 15, 2016	Nov. 8, 2016	Nov. 18, 2016	Jan. 20, 2017
Jan. 17, 2017	Jan. 10, 2017	Jan. 20, 2017	Feb. 24, 2017
Feb. 21, 2017	Feb. 14, 2017	Feb. 24, 2017	March 24, 2017
March 21, 2017	March 14, 2017	March 24, 2017	April 21, 2017
April 18, 2017	April 11, 2017	April 21, 2017	TBD

Faculty & Institutional Affairs Committee
 4th Tuesday of each month – UC 213
 Jesse Peters, Chair
 David Young, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Aug. 23, 2016	Aug. 16, 2016	Aug. 26, 2016	Sept. 30, 2016
Sept. 27, 2016	Sept. 20, 2016	Sept. 30, 2016	Oct. 28, 2016
Oct. 25, 2016	Oct. 18, 2016	Oct. 28, 2016	Nov. 25, 2016
Nov. 22, 2016	Nov. 15, 2016	Nov. 25, 2016	Jan. 27, 2017
Jan. 24, 2017	Jan. 17, 2017	Jan. 27, 2017	March 3,, 2017
Feb. 28, 2017	Feb. 21, 2017	Mar. 3, 2017	March 31, 2017
March 28, 2017	March 21, 2017	March 31, 2017	April 28, 2017
April 25, 2017	April 18, 2017	April 28, 2017	TBD

Faculty Evaluation Review Subcommittee
 1st Tuesday of each month – 103 Sampson
 Libby Denny, Chair

Shenika Jones, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 6, 2016	Aug. 30, 2016	Sept. 9, 2016	Oct. 7, 2016
Oct. 4, 2016	Sept. 27, 2016	Oct. 7, 2016	Nov. 4, 2016
Nov. 1, 2016	Oct. 25, 2016	Nov. 4, 2016	Dec. 9, 2016
Dec. 6, 2016	Nov. 29, 2016	Dec. 9, 2016	Feb. 10, 2017
Feb. 7, 2017	Jan. 31, 2017	Feb. 10, 2017	April 7, 2017
April 4, 2017	March 28, 2017	April 7, 2017	TBD

Health, Safety & Environment Subcommittee

1st Monday of each month – UC 233

Jessica Abbott, Chair

Misty Stone, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 12, 2016	Sept. 5, 2016	Sept. 15, 2016	Oct. 6, 2016
Oct. 3, 2016	Sept. 26, 2016	Oct. 6, 2016	Nov. 10, 2016
Nov. 7, 2016	Oct. 31, 2016	Nov. 10, 2016	Dec. 8, 2016
Dec. 5, 2016	Nov. 28, 2016	Dec. 8, 2016	Feb. 9, 2017
Feb. 6, 2017	Jan. 30, 2017	Feb. 9, 2017	March 16, 2017
March 13, 2017	March 6, 2017	March 16, 2017	April 6, 2017
April 3, 2017	March 27, 2017	April 6, 2017	TBD

Subcommittee on Faculty Development & Welfare

2nd Thursday of each month – UC 233

Bill Brandon, Chair

Robin Snead, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 8, 2016	Sept. 1, 2016	Sept. 11, 2016	Oct. 16, 2016
Oct. 6, 2016	Sept. 29, 2016	Oct. 9, 2016	Nov. 13, 2016
Nov. 10, 2016	Nov. 3, 2016	Nov. 13, 2016	Dec. 11, 2016
Dec. 8, 2016	Dec. 1, 2016	Dec. 11, 2016	Jan. 15, 2017
Jan. 12, 2017	Jan. 5, 2017	Jan. 15, 2017	Feb. 12, 2017
Feb. 9, 2017	Feb. 2, 2017	Feb. 12, 2017	March 5, 2017
March 2, 2017	Feb. 23, 2017	March 5, 2017	April 16, 2017

April 13, 2017	April 6, 2017	April 16, 2017	TBD
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Student Affairs & Campus Life Committee
 3rd Monday of each month – UC 233
 Brooke Kelly, Chair
 _____, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 19, 2016	Sept. 12, 2016	Sept. 22, 2016	Oct. 20, 2016
Oct. 17, 2016	Oct. 10, 2016	Oct. 20, 2016	Nov. 24, 2016
Nov. 21, 2016	Nov. 14, 2016	Nov. 24, 2016	Jan. 25, 2017
Jan. 23, 2017	Jan. 16, 2017	Jan. 26, 2017	Feb. 23, 2017
Feb. 20, 2017	Feb. 13, 2017	Feb. 23, 2017	March 23, 2017
March 20, 2017	March 13, 2017	March 23, 2017	April 20, 2017
April 17, 2017	April 10, 2017	April 20, 2017	TBD

Student Publications Board
 2nd Friday of each month – Location TBD
 Sara Oswald, Chair
 _____, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
Sept. 9, 2016	Sept. 2, 2016	Sept. 12, 2016	Oct. 17, 2016
Oct. 7, 2016	Sept. 30, 2016	Oct. 10, 2016	Nov. 14, 2016
Nov. 11, 2016	Nov. 4, 2016	Nov. 14, 2016	Jan. 16, 2017
Jan. 13, 2017	Jan. 6, 2017	Jan. 16, 2017	Feb. 13, 2017
Feb. 10, 2017	Feb. 3, 2017	Feb. 13, 2017	March 6, 2017
March 3, 2017	Feb. 24, 2017	March 6, 2017	April 17, 2017
April 14, 2017	April 7, 2017	April 17, 2017	TBD

Faculty Research Advisory Board
 4th Wednesday of each month – 2208 Oxendine
 Rita Hagevick, Chair
 Bishwa Koirala, Secretary

Meeting Date	Agenda Deadline	Unapproved Minutes Deadline	Approved Minutes Deadline
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Aug. 24, 2016	Aug. 17, 2016	Aug. 27, 2016	Oct. 1, 2016
Sept. 28, 2016	Sept 21, 2016	Oct. 1, 2016	Oct. 29, 2016
Oct. 26, 2016	Oct. 19, 2016	Oct. 29, 2016	Dec. 3, 2016
Nov. 30, 2016	Nov. 23, 2016	Dec. 3, 2016	Jan. 28, 2017
Jan. 25, 2017	Jan. 18, 2017	Jan. 28, 2017	Feb. 25, 2017
Feb. 22, 2017	Feb. 15, 2017	Feb. 25, 2017	March 25, 2017
March 22, 2017	March 15, 2017	March 25, 2017	April 29, 2017
April 26, 2017	April 19, 2017	April 29, 2017	August 23, 2017

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Appendix C

Faculty Assembly Meeting Summary: September 02, 2016

In attendance: Sara Simmons, UNCP Senate Chair and Mario Pappozzi, UNCP Delegate

Gabriel Lugo from UNCW started his term as Chair of the Faculty Assembly (FA) at this meeting.

Gabriel Lugo stated that he sees his primary goals as Chair of the FA as protecting academic freedom and the process of shared governance.

After introducing himself, Gabriel introduced Steve Leonard, the past chair of the FA. Steve works at UNC-Chapel Hill.

Steve Leonard offered the following comments about the FA:

- The FA was established in 1971 by UNC President William Friday.
- He stated that the FA advises UNC Board of Governors and UNC President.
- The FA is an advisory body – its meetings are not open to the public.
- In 2014 the Daily Tar Heel (DTH) was denied a request to be present at FA meetings. The FA successfully resisted the DTH request to be present at FA meetings. The FA was able to prevail because its function is advisory and it does not make policy; the administrative code limits the role of the FA to an advisory role.
- He noted that achievements of FA over the years include creating language in the administrative code establishing faculty senates, assuring academic freedom, and having input into the past post tenure review process. The recent changes in the post tenure review process have been done unilaterally – without consideration of input from the FA. Steve and several others are clearly not happy about this.
- Issues of concern to the FA in recent years have been as follows: demographic and partisan restructuring of BOG; academic success metrics; system level mismanagement; and others.

Vision for UNC: President Spellings

- With regard to the state legislature, she sees the fundamental issue as the need to develop strong and trusting relationships with legislators for the purpose of having the UNC system create solutions to problems perceived by legislators.
- She is optimistic about being able to constructively have input into the legislative process.
- It is important to remember that legislators were elected to represent the people who elected them. Faculty need to be mindful of that fact. As well, care must be taken to

minimize the perception that the UNC system is often opposing legislative agendas. Searching for common ground and ways to help legislators accomplish their objectives, while serving the needs of students and faculty, will help to forge good working relationships with elected officials.

- It is important to remember that all politics is local. All faculty members should constructively dialog with legislators. Sell what we do, and try to understand what objectives the legislator(s) is/are trying to achieve. Offer alternative paths to the objectives that take student and faculty needs into consideration.
- She encourages more faculty interaction with the BOG and GA.
- Current laws the impact the UNC system may need to be modified. In the upcoming legislative session, there will be efforts to seek adjustments where appropriate.
- UNC GA is in the initial stages of developing a strategic plan. President Spellings wants the plan to be streamlined and focused and most importantly to be based on faculty input.
- She would like to clarify what is meant by access, accountability, and affordability? What should the metrics be?
- Performance based funding is another area the UNC system will be taking a look at.
- Recruitment and retention are important ongoing issues. She will continue to work with the BOG and the legislature to assure that faculty pay increases are given appropriate priority in budget requests. Retention and recruitment should be a priority in the UNC system strategic plan.
- Many more people in this state need access to higher education. President Spellings is bullish on the notion of NC Promise.

Chairman of BOG – Louis Bissette

- BOG has a number of constituencies to balance. Among the most important constituencies are students and faculty.
- He wants the BOG to support the initiatives of President Spellings.
- It is important to get the legislature to the point where they will consult with the BOG before legislation is enacted. Long-term trusting relationships between the UNC system, faculty, and elected officials will help this process.
- He suggests that there is a need to find more and better ways for the BOG and faculty to interact. He would also like to see the BOG and the local boards of trustees interact much more.
- He would like to see a replenishment of funds for faculty retention.
- He would like to see increased allocation of state matching funds in order to get money that is already pledged to the UNC system by donors.
- He assures that the BOG will do its utmost to make NC Promise work well.

Academic Planning and Assessment - Kim Van Noort

- She works on academic planning and policy.

- Currently she is working on revising the new program planning process. She will be seeking faculty input.
- One question that she is responding to is as follows: Do we have best practices for evaluating ourselves?
- Her charge when she was hired was to create a division in which faculty affairs played a much larger part and to get the story about all that faculty do out to external environments.
- She wants to collect and provide transparent information to anyone who asks for it.
- She would like to expand authority to campuses about salary decisions.
- She desires the involvement of the faculty in the development of the new strategic plan for the UNC system.
- Intent of the UNC system strategic plan is to provide a broad framework; each institution can then develop strategies that make sense locally.
- A major component of the strategic plan will be student success.

Strategy and Policy/Planning - Andrew Kelly

- He wants to engage faculty and staff in strategic planning process.
- He would like to help institutions respond to changes driven by legislation (NCGAP, SB873; Lab schools).
- It is important to develop a policy agenda to proactively inform the legislature's and UNC system policy interests.
- The strategic planning process has already started to be presented to the BOG. The process includes things like the following items: themes; timeline; operational model; feedback; and discussion.
- The themes include the following (2-3 goals will be developed under each theme):
 - Access (provide access to diverse students)
 - Affordability and efficiency (assure affordability)
 - Student success (increase degree attainment and ensure value and relevance to students)
 - Economic impact (contribute to state's economy and job creation; (the FA believes this should include improvements in quality of life – economic impact is too narrowly defined)
 - Excellent and diverse institutions (help institutions achieve excellence within their individual missions)
- It is important to find out what are other states doing with regard to strategic planning and metrics for monitoring and measuring progress within the framework of the plan.

External Affairs, Kevin Howell – External Affairs

- Kevin is the primary legislative liaison for the UNC system.

- He is active in forging relationships with legislators and providing them with answers to their questions.
- Kevin is currently preparing for the next legislative session by clarifying UNC system initiatives, to the extent that is possible, and then by opening dialog with elected officials.

Note: A revised resolution was passed late in the day and that the revised resolution will be distributed as soon as it is received.

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Appendix D



Teacher Education Committee Meeting

Minutes

May 23, 2016



“Preparing professional educators who are committed, collaborative, and competent.”

TEC Members Present: M. Ash, A. Bryant, S. Cinnamon, I. Falls, D. Feikema, K. Ficklin, L. Fiorentino, R. Hagevik, A. Horton-Lopez, M. Klinikowski, R. Ladd, C. Lara, L. Mabe, A. McDonald, L. Mitchell, G. Robinson, J. Rivera, M. Scott, H. Sellers, K. Stanley, M. Storms, J. Warren, B. Winters

Guests: I. Aiken, G. Mauk

1. **Call to Order** - The meeting was called to order at 9:07am
2. **New TEC Committee Structure** - To create a flow chart that reflects the flow of things.
3. **Guiding Questions for Program Review** – Are they appropriate? Can they be applied to all program areas?
4. **EdTPA Update from UNC-GA Meeting** – edTPA a performance based assessment that provides evidence that teachers beginning their careers are prepared to teach. edTPA would replace the unit work sample. edTPA will be a licensure requirement. 3 sessions/ \$100 per session.
5. **Timeline – Implementation of Evidences and Rubrics** –
6. **Purpose and Use of Data – Program Improvement** - Basic Ideas and Broad Concepts Slideshow Presentation
7. **Reports from Subcommittees/Discussion**
 - **Policy Review Committee**

Areas to investigate based on data: Current TEC Policy Handbook
Potential subcommittee task/goals for 2016-2017: Revise any that are outdated, out of area placements, placement in schools previously attended
Anticipated meeting dates/times for 2016-2017: Last week of each month (as needed)
Suggested revisions to operating chart for this subcommittee: No revisions

- **Professional Development**

Areas to investigate based on data: Reconfigure committee for outreach

Potential subcommittee task/goals for 2016-2017: Request data from USP for committee outreach

Anticipated meeting dates/times for 2016-2017: Will meet last Wednesday of each month

Suggested revisions to operating chart for this subcommittee: Motion to change School Partnership will replace Professional Development. 21 voting members approved as presented.

- **Diversity, Retention, and Recruitment**

Areas to investigate based on data: We are uncertain about our responsibility in regard to question #1

Potential subcommittee task/goals for 2016-2017: Create, revise, and adopt a common rubric (and possibly assignment) to measure diversity unit wide.

Anticipated meeting dates/times for 2016-2017: Will meet the 4th Monday of each month (as needed) at 3:00pm in Dial 243.

Suggested revisions to operating chart for this subcommittee: Add data sources: internship placements, job placements, recruitment & hiring plans

- **Student Input**

Areas to investigate based on data: student needs, student satisfaction, student concerns (TEP, course offering, course rotation)

Potential subcommittee task/goals for 2016-2017: implement & disseminate as needed student input form, solicit student feedback each semester (use Blog to notify), provide recommendations for change or next steps.

Anticipated meeting dates/times for 2016-2017: Sept 7, Oct 19, Nov 16, Jan 18, Mar 15, & Apr 19

Suggested revisions to operating chart for this subcommittee: change membership composition, change purposes.

- **Professional Development**

Areas to investigate based on data: tech support, recruit committee members

Potential subcommittee task/goals for 2016-2017: collect data

Anticipated meeting dates/times for 2016-2017: Will meet last Wednesday of month

Suggested revisions to operating chart for this subcommittee: digital competencies

- **Hearing Appeals Board**

Areas to investigate based on data: Due process procedure for UG

Potential subcommittee task/goals for 2016-2017:

Anticipated meeting dates/times for 2016-2017: Will meet based on student need

Suggested revisions to operating chart for this subcommittee: Hearing appeals for graduate (besides education) refer to Graduate School.

- **Long Range Planning**

Areas to investigate based on data: revision to assessment system

Potential subcommittee task/goals for 2016-2017: must gather models and technology, field experience, diversity rubrics

Anticipated meeting dates/times for 2016-2017: Will meet 3rd Wednesday of each month

Suggested revisions to operating chart for this subcommittee: More professional development training on edTPA. Motion to require training for program coordinators and program directors with MAT in edTPA contingent upon funding if needed. 12 voting members, 2 nay approved as presented.

8. **Common Rubrics and Assignments** – Need 4 semesters worth of rubrics

9. **Adjournment** – The meeting was adjourned at 4:00 p.m.

Minutes submitted by: Courtney S. Brayboy

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