

The University of North Carolina at Pembroke
Faculty Senate Agenda
 Wednesday, December 7, 2022, at 3:30 PM
 Thomas School of Business Room 225-26 Event Rooms A and B
AND
<https://uncp.webex.com/meet/holden.hansen>

Members of the Senate:

To 2023	To 2024	To 2025
ART Vacant <i>Academic Affairs</i>	ART Holden Hansen <i>Faculty Senate Chair</i>	ART Beata Niedzialkowska <i>Academic Information and Technology</i>
CHS Cindy Locklear <i>Academic Affairs</i>	CHS Jennifer Wells <i>Committee on Committee and Elections Chair</i>	CHS Jennifer Jones-Locklear <i>Academic Affairs</i>
EDUC Camille Goins <i>Academic Information and Technology Chair</i>	EDUC Gerald Neal <i>Faculty and Institutional Affairs</i>	EDUC Jennifer Whittington <i>Faculty and Institutional Affairs</i>
LETT Richard Vela <i>Academic Affairs</i>	LETT Peter Grimes <i>Student Affairs and Campus Life Chair</i>	LETT James Hudson <i>Faculty and Institutional Affairs</i>
NSM Maria Pereira <i>Faculty Senate Secretary</i>	NSM Roland Stout <i>Academic Affairs</i>	NSM Timothy Anderson <i>Faculty and Institutional Affairs</i>
SBS Lauren Norman <i>Student Affairs and Campus Life</i>	SBS Porter Lillis <i>Faculty and Institutional Affairs</i>	SBS Matt Schneider <i>Student Affairs and Campus Life</i>
At-Large Renee Lamphere <i>Academic Affairs Chair</i>	At-Large Kelly Charlton <i>Faculty and Institutional Affairs Chair</i>	At-Large Carla Rokes <i>Committee on Committees and Elections</i>
At-Large Melissa Schaub <i>Committee on Committees and Elections</i>	At-Large Tracy Vargas <i>Faculty and Institutional Affairs</i>	At-Large Rachel Morrison <i>Academic Affairs</i>
Chancellor Robin G. Cummings Provost and Vice Chancellor for Academic Affairs Marsha Pollard		

Order of Business

- I. Roll Call
- II. Approval of Minutes ([Appendix A](#))
- III. Adoption of Agenda
- IV. Reports from Administration
 - a. Chancellor – Dr. Robin Cummings
 - i. Comments from the Chancellor
 - b. Provost and Vice Chancellor for Academic Affairs – Dr. Marsha Pollard
 - i. Comments from the Provost
- V. Reports of Committees
 - a. Operations Committees
 - i. Executive Committee – Holden Hansen, Chair
 1. Comments from the Chair
 2. Discussion of Current SEI Response Rates
 - ii. Committee on Committees & Elections – Dr. Jennifer Wells, Chair
 1. Committee Update
 - a) **(Vote Required)** Appointments:
 - 1) Student Publication Board to 2023: Melinda Rosenberg
 - 2) AITC to 2023: Sherry Edwards
 - b) **(For Information Only)** Elections:
 - 1) Faculty Senate (NSM 2023-2026): Amy Gross
 - 2) Faculty Senate (At Large 2023-2026): Renee Lamphere
 - 3) Faculty Senate (At Large 2023-2026): Nancy Ofendo-Reyes
 - 4) Faculty Awards (LETT to 2023): Robin Snead
 - 5) Promotion and Tenure Committee (CHS 2022-2025): Jennifer Wells
 - iii. Committee on Faculty Governance – Dr. Mohammed Ashraf, Chair
 1. **(Vote Required: 2/3rds Majority)** Proposed Changes in the Charge of the Oversight of the Faculty Handbook Committee - Article VI, Section 3 (D), p. 17 ([Appendix B](#))
 2. **(Vote Required: 2/3rds Majority)** Recommendations Regarding Qualifications of the Faculty Senate Chair – Article V, Section 2, pp. 15-16 and Senate Chair *Pro Tempore* – Article V, Section 2 (D) p. 22 ([Appendix C](#))
 - iv. Committee on the Oversight of the Faculty Handbook – Dr. Rachel Smith, Chair
 1. No Report
 - b. Standing Committees
 - i. Academic Affairs Committee – Dr. Renee Lamphere, Chair
 1. Committee Update
 - ii. Faculty & Institutional Affairs Committee – Dr. Kelly Charlton, Chair
 1. Committee Update
 - iii. Student Affairs & Campus Life Committee – Dr. Peter Grimes, Chair
 1. No Report
 - iv. Academic Information Technology Committee – Dr. Camille Goins, Chair
 1. No Report
 - v. Budget Advisory Committee - Dr. Melissa Schaub, Chair
 1. Committee Update

VI. Faculty Assembly Updates:

- a. Brief Report – Dr. Renee Lamphere, Faculty Assembly Delegate
- b. Agenda of the UNC Faculty Assembly 12.02.2022
- c. Faculty Assembly Drive Folder 12.2.2022 (Includes Employee Engagement Survey Results)
- d. Faculty Assembly Report to the BOG 12.2.2022
- e. Faculty Assembly 22-23 Documents
- f. News Articles covering details of BOG actions:
 - i. Enrollment Decline and Stop Loss (1)
 - ii. Enrollment Decline and Stop Loss (2)
 - iii. Chancellor’s Panel
 - iv. NCAT Fine

VII. Graduate Council (Appendix D)

VIII. Other Committees

- a. CEPP Minutes Forthcoming in February

IX. Unfinished Business

X. New Business

XI. Announcements

XII. Adjournment

Appendix A

The University of North Carolina at Pembroke
Faculty Senate **Unapproved Minutes**
Wednesday, November 2, 2022, at 3:30 PM
Thomas School of Business Room 225-26 Event Rooms A and B
AND
<https://uncp.webex.com/meet/holden.hansen>

Order of Business

- I. **Roll Call** - A quorum was present, and the meeting was called to order at 3:30 PM
Members Present: Timothy Anderson, Kelly Charlton, Robin Cummings, Camille Goins, Peter Grimes, Holden Hansen, James Hudson, Renee Lamphere, Porter Lillis, Rachel Morrison, Gerald Neal, Beata Niedzialkowska, Lauren Norman, Maria Pereira, Marsha Pollard, Carla Rokes, Melissa Schaub, Matt Schneider, Roland Stout, Tracy Vargas, Richard Vela, Jennifer Wells, Jennifer Whittington
Members Absent: Cindy Locklear, Jennifer Jones-Locklear,
- II. **Approval of Minutes** (Appendix A) – **Approved as circulated**
- III. **Adoption of Agenda** – Items added to the Agenda under **V. a. ii., 2. was added for information only** and the now 3. was corrected from “vote required” to “for information only” as those are elected positions. No other amendments or corrections were added, **Agenda Revision B was approved as amended**
- IV. **Reports from Administration**
 - a. **Chancellor** – Dr. Robin Cummings
 - i. Comments from the Chancellor
 1. A nationwide search is still going on to fill the Chief of Staff position – we have high standards left by Mark Gogal
 2. An offer has been made to and accepted by Jennifer McCarrel as UNCP’s Chief Communications and Marketing Officer (CCMO). She will join UNCP on January 3, 2023, from Eastern Virginia Medical School, where she serves as the Executive Director of Marketing and Communications. Jennifer is a highly skilled communications and marketing executive who brings experience, and a great work ethic and attitude. She will be on campus during the month of November-December if anyone wants to meet with her in person
 3. CFO Gabriel Eszterhas will be conducting a survey to find the best architect and contractor for the 91M dollar Allied Health and Science building. We expect to determine what is going into that building early next year. Everyone is invited to channel their comments through the Provost and CFO
 - a) This new space we give us the ability to accommodate a 9 to 10,000 student community on our campus
 4. We are planning on growing our online presence as it is a must in today’s world. The Office of Online Learning will be revamped to grow into the future
 5. Dr. Ashley McMillan got a significant amount of federal funding and on November 1, 2022, the grand opening of the American Indian Heritage Center, named in honor of Curt and Catherine Locklear, occurred. This unique heritage does not define our future, but it does define our unique beginnings. The center is a resource for all students

6. Stuart Thomas is the commencement speaker for the graduate ceremony Friday night, and Cecilia Holden, Executive Director, and CEO of myFutureNC (a statewide nonprofit organization focused on educational attainment) is the commencement speaker for the undergraduate ceremony, Saturday morning
 - a) Availability of tickets to the students and their families continues to be a problem, especially in the winter/fall graduation
 - b) Spring graduation has been moved to the lawn and over 7,000 chairs will be available
7. Please attend the Town Hall, as the best way to communicate with everyone at once
8. Holiday celebration for faculty and staff is November 19th. Please attend if you can. It is an evening of comradery and to enjoy each other's company
9. In the BOT meeting next week, the talk will be about tuition fees. Also, the BOT will review the presentation that we made for the BOG meeting
10. Bayer, the maker of aspirin, wants to have a more diverse population in their clinical trials. Representatives from UNC-Pembroke, Duke Health, Robeson Co., and Southeastern North Carolina will be meeting tomorrow to see the need and the potential for collaboration

b. Provost and Vice Chancellor for Academic Affairs – Dr. Marsha Pollard

i. Comments from the Provost

1. Our self-study with the National Association of Schools of Art and Design was submitted on October 7, 2022. The external site visit is Scheduled for November 7th. Reviews take place every 5 years, and this is the 3rd
2. Dr. Rokes and Dean Gay will present at the 10th Educational Planning and Program Subcommittee of the BOT
3. Thomas School of Business is currently (every 5 years) going through its external accreditation review with the Association to Advance Collegiate Schools of Business (AACSB). The report was submitted on September 12, 2022, and the external site visit is scheduled from November 13 to the 15th, 2022. Less than 5% of the 1500+ Business Schools worldwide are accredited by AACSB
4. On September 21st external review comments were received on the Doctor of Nursing Practice. We were asked to (1) more clearly delineate where in the curriculum the clinical hours are and (2) additional information on student and workforce demand. The response was submitted on October 21st. The next steps of review and approval are at the System Graduate Council (November 10th), and BOG Committee on Educational Planning NS Programs (January 18-19th, 2023)
5. Level change application is planned to be submitted to SACS by March 15, 2023, for the approval of the Doctor of Nursing Practice, change in UNCP Mission (now to include the offering of professional doctoral degrees)
 - a) Concurrently with SACS approval it is planned to seek accreditation by the Commission on Collegiate Nursing Education. SACS BOT will review and vote on the level change application in mid-June of 2023 allowing the program to start in fall of 2023

6. Four associate directors have been added to the Admissions Office, each of whom assigned to a particular school or college (Emily Oxendine for the College of Arts and Sciences, Krystin Woodell for the College of Health Sciences, Christopher Hunt for the School of Education and Phyllis Locklear for the School of Business)
7. An administrative line has been reallocated to fund an additional position in the Registrar's Office to support scheduling, classroom assignment, as well as annual updates to the academic catalogue
8. Provost Office sent an email out within academic affairs on October 12th requesting departments to submit one-time funding request
 - a) The overall (over 70%) of the academic affairs request to the Budget Office is to support the academic departments and programs
 - b) Notifications of which requests were approved are expected on the week of November the 7th and distributions will happen thereafter
9. Reminder of a Town Hall meeting on Friday, November the 4th at 3:30 PM via WebEx where a more comprehensive update on recruitment, retention, and enrollment efforts will be provided
 - a) Vice Chancellor for Finance and Administration, Gabriel Eszterhas, will give an update on the new budget model
 - b) Vice Chancellor for Student Success, Dr. Derek Oxendine, will provide an update on the National Institute for Student Success (NISS) Diagnostic Analysis. Dr. Shilpa Regan is the new NISS's faculty lead to ensure that we have faculty representation and participation throughout this process

V. Reports of Committees

a. Operations Committees

i. Executive Committee – Holden Hansen, Chair

1. Comments from the Chair

- a) The Chair addressed the virtual meeting participants and encouraged everyone's participation by leaving comments in the chat. Ideas and feedback will then be funneled in the appropriate direction
- b) Welcome to new Senators, Dr. Tracy Vargas (At-Large until 2024) serving on FIAC, and Dr. Lauren Norman (SBS until 2023) serving on SACL
- c) Outfit of UC 213 for Faculty Senate meetings should occur by the February meeting - most people agree that that room offers a better atmosphere
 - 1) The Chancellor requested that Senators communicate to the Faculty Senate Chair about their room preference
 - 2) The Faculty Senate Chair suggested that the Executive Committee would bring forward a motion so decisions would not be made unilaterally
- d) General Faculty meeting will be December 9th in the Thomas School of Business Room 225-26 Event Rooms A and B at 1 PM

and the spring General Faculty meeting will be May 5th in the Thomas School of Business Room 130 at 1 PM

- e) Appreciation extended to the Provost's office for today's refreshments
- f) The Provost has agreed to fund six (\$150 per) colloquia presentations (one from each division) which have been set up by the Faculty Research Advisory Board

ii. Committee on Committees & Elections – Dr. Jennifer Wells, Chair

- 1. Committee Update – several elections have been running since the last meeting. The results were announced to the general faculty via email, and they are listed on 2 below
- 2. **(For Information Only)** Vacancy elections:
 - a) Faculty Senate SBS to 2023: Lauren Norman
 - b) Faculty Senate At-Large to 2024: Tracy Vargas
 - c) Oversight of the Faculty Handbook CHS to 2025: Astrid Oviedo
 - d) Promotion and Tenure Committee NSM to 2024: Rachel Smith
 - e) Faculty Assembly Alternate to 2024: Mathew Hassett
- 3. ~~(Vote Required)~~ **(For Information Only)** Divisional Senate Elections 2023-26
 - a. EDUC: Camille Goins
 - b. SBS: Abdullah Noman
 - c. ARTS: Jamie Litty
 - d. LETT: Richard Vela
 - e. CHS: Shannon Cousineau

Dr. Wells informed the Senate that there are two elections running currently and they will close tomorrow at 5 PM. They are to fill the NSM position and the At-Large position to complete the 2023-2026 slate. The Senate was also informed that CCE is having a challenging time filling several elected positions. CCE has contacted Dept. Chairs, and Chair Hansen has contacted Deans to no avail. The vacancies for elected positions are ARTS division 2022-2023, Faculty Awards from the LETT division 2022-2023, Oversight of the Faculty Handbook from the ARTS division 2022-2024, and Tenure and Promotion from the CHS division 2022-2025

iii. Committee on Faculty Governance – Dr. Mohammed Ashraf, Chair – Chair

Hansen informed the Senate that Governance has three recommendations, all of which involve a change to the Constitution of the Faculty Senate and according to the **Article X** of the Constitution a recommendation to amend the Faculty Constitution may be made in one of two ways: at a regular meeting of the Senate preceding that at which the vote of such recommendation is taken or at a meeting of the General Faculty, at least thirty days preceding that in which the vote on such recommendation is taken and if the Faculty Senate votes on an amendment to the Constitution, it requires a two-thirds vote of a quorum and then it has to be ratified at the General Faculty meeting

- 1. **(For Discussion Only)** Proposed Changes in the Charge of the Oversight of the Faculty Handbook Committee - Article VI, Section 3 (D), p. 17 (Appendix B) – Dr. Ashraf explained what is stated in Appendix B in relation to the Oversight of the Faculty Handbook, where simple deletions, errors of correctness regarding spelling, punctuation, pronoun corrections

and so on, should not be brought in front of the Senate, rather the Faculty Handbook committee should be able to correct those.

Chair Hansen opened the floor up for discussion and questions. After a brief discussion and questions for clarification, it was decided that Faculty Governance would take another look at the proposal and re-word it in such a way that all changes would be reported at the Senate “For Information Only”

2. **(For Discussion Only)** Recommendations Regarding Qualifications of the Faculty Senate Chair – Article V, Section 2, pp. 15-16 and Senate Chair *Pro Tempore* – Article V, Section 2 (D) p. 22 (Appendix C) – Dr. Ashraf summarized Appendix C, stating that the FGC recommends adding to the Faculty Senate Constitution that the Faculty Senate Chair and Senate Chair *Pro Tempore* must hold tenure. The requirement for tenure is about providing structural protection to the faculty body and not about the qualifications of people who are not tenured. Four of our sister institutions have this requirement in their bylaws. The other six institutions which do not have this requirement in their bylaws have been practicing it as their chairs have always held tenure.

Chair Hansen informed the Senate that this is an initial discussion and when this item comes back for a vote the Senate will have another opportunity to discuss it.

- iv. Committee on the Oversight of the Faculty Handbook – Dr. Rachel Smith, Chair
 1. No Report

b. Standing Committees

- i. Academic Affairs Committee – Dr. Renee Lamphere, Chair
 1. No Report
- ii. Faculty & Institutional Affairs Committee – Dr. Kelly Charlton, Chair
 1. Committee Update – Cindy from Follet informed the committee that ***All Access*** (students are automatically opted-in to all their course materials coming from Follet and they have a choice to opt-out) is still being done course by course. Last year, the Senate did not make a motion, so no contract has been finalized
- iii. Student Affairs & Campus Life Committee –Dr. Peter Grimes, Chair
 1. Committee Update – Student Publications Board Subcommittee is at work after the pandemic; the Yearbook has been distributed through tabling events; Pine Needle sent two students to the College Media Association Annual Conference, last month in D.C.; Student Affairs reports that the aquatic center has seen a 33% increase in participation and two new club sports (swimming and powerlifting) have been created: Milkshake Mondays are being held on the last Monday of each month; Community and Civic Engagement is offering 26 Service Learning courses this fall 2022; Student Affairs programming last month included the Harmony Walk, National Noodle Day, Cultural Heritage Discussion, Safe Zone Education for Students and Faculty, and the Truest Leadership Training at the School of Business.
- iv. Academic Information Technology Committee – Camille Goins, Chair of AITC
 1. Committee Update – Two groups have been formed, one reviewing the Turnitin license which is up for renewal by September 2023, and the other reviewing Canvas Studio to determine if it is a viable resource for Canvas.

From DoIT: they would like to emphasize that tickets should be submitted so problems can be determined as (1) isolated events or (2) are happening across campus; issues with single sign-on were addressed at the meeting and in case anyone is traveling abroad please place a two-week notice with DoIT so you can have access to single sign-on using the cell phone; DoIT is also planning on technology upgrades in the Annex as well as across the University. From the Instructional Technology Department: there are some unused licenses of NearPod (8) and Camtasia (30) that can be claimed by contacting Terry Locklear; they also have an online Faculty Success Hub with resources for faculty to utilize. From the Livermore Library: they have offered some Open Educational Resources (OER) opportunities for faculty; Faculty Publications (located under faculty service to showcase college scholarship); two new pages (for first-generation resources and transfer student resources) have been added to their website; hotspots are no longer available for the remainder of the semester

v. Budget Advisory Committee - Dr. Melissa Schaub, Chair

1. Committee Update – the Town Hall will have a budget presentation and more presentations are to come

VI. Faculty Assembly Updates:

- a. Brief Report – Dr. Renee Lamphere, Faculty Assembly Delegate – a lot of conversations are occurring about the new funding model. Fred Sellers (VP of Safety and Enterprise Risk Management) gave some updates on campus safety, and he received recommendations about the different types of training programs for new incoming security officers. Andrew Kelly gave a presentation about project Kitty Hawk, and as an institution, we will decide on our level of participation (it is not mandatory). The delegate caucus meeting is in December so please let your delegates (Renee, Robin, Cherry) know if there is anything you want us to share with the faculty assembly
- b. Agenda of the UNC Faculty Assembly 10.14.2022
- c. Draft of Minutes of UNC Faculty Assembly 10.14.2022
- d. Faculty Assembly Documents 2022-23
- e. Project Kitty Hawk
- f. Faculty Retention Fund
- g. News of note (shared from FA members):
 - i. <https://www.newsobserver.com/opinion/article267237572.html>
 - ii. An article on interference in Florida
- h. Faculty Assembly Report to the BOG 9.22.2022

VII. Graduate Council (Appendix D) – Assistant Dean Christine Bell present to answer any questions - none

VIII. Other Committees

- a. CEPP 9.14.2022 approved Minutes (Appendix E) – Dr. Floyd present to answer any questions - none

IX. Unfinished Business - none

X. New Business - none

XI. Announcements - Ladies soccer will play Friday at 1:30 PM on our field (the semifinals of the championship); volleyball will play next Saturday the 12th (the semifinals of the championship); cross country will be running this weekend for the championship – please go out and support our students

XII. Adjournment - the meeting was adjourned at 4:46 PM

Appendix B

Proposed Changes in the Charge of Oversight of the Faculty Handbook Committee

The Committee, through its continuous review and oversight of the Faculty Handbook, shall assure the accuracy and currency of the Faculty Handbook and maintain the document and its previous versions in a digital format accessible via the Faculty Senate's official website. The committee shall implement the acts of the Senate in the Faculty Handbook and, as necessary, edit and/or update the Faculty Handbook for consistency, accuracy, and currency. The Committee must present any such alterations to the Faculty Handbook to the Faculty Senate; with subsequent action undertaken at the pleasure of the Faculty Senate. Simple deletions, errors of correctness regarding spelling, punctuation, pronoun corrections, revisions to improve syntax or updates (e.g., Department name changes or changes to position titles) need not be brought to the Senate for approval. (Faculty *Handbook*, Article VI, Section 3 (D), p.17).

Proposed addition (in Green):

Simple deletions, errors of correctness regarding spelling, punctuation, pronoun corrections, revisions to improve syntax or updates (e.g., Department name changes or changes to position titles) need not be brought to the Senate for approval.

Appendix C

Recommendations from the Faculty Governance Committee Regarding Qualifications of the Faculty Senate Chair

ARTICLE V, Section 2.

“The Senate shall elect from its voting membership a Chair of the General Faculty who shall also serve as Chair of the Faculty Senate, to serve for one year. **The Faculty Senate Chair must hold tenure.** ... The Chair shall not serve for more than two successive years; the filling of an unexpired term shall be deemed as one of the two successive years....” (Faculty *Handbook*, pp.15-16)

The Faculty Governance Committee recommends adding the following to the Faculty Senate Chair qualifications.

“The Faculty Senate Chair must hold tenure.”

Appointment Senate Chair *Pro Tempore*

ARTICLE V, Section 2, Part D.

“The Senate Executive Committee shall have general supervision of the affairs of the Senate between its regular meetings. This includes the implementation of Senate-approved policies and procedures. None of these implementing actions shall conflict with actions taken by the Senate. The Executive Committee shall appoint a Chair pro tem of the Faculty Senate from within the Executive Committee to serve as pro tem Chair of the Senate in the absence of the elected Chair. **The Faculty Senate Chair Pro-Tempore must hold tenure.** Non-Senate members of the Executive Committee are not eligible for appointment as Chair pro tem.”
(Faculty *Handbook*, p. 22)

The Faculty Governance Committee recommends adding the following to the Faculty Senate Chair Pro Tempore qualifications.

“The Faculty Senate Chair Pro-Tempore must hold tenure.”

Appendix D



Faculty Senate Report Graduate Council November 2, 2022

Graduate Council met October 17. Below is a summary of items particularly relevant to Senate members.

Guest: Sarah Broberg, UCM consultant described how they are working on a university communication plan that includes developing program-specific marketing pieces.

The following Graduate Faculty status was approved:

Last Name	First Name	Degree	Dept	Program	Status
Earnest	Terri	Ph.D.	Criminal Justice	Public Administration	Adjunct

Revision to Graduate School Mission Statement was approved (necessitated by the change to the University mission statement):

Current Graduate School mission statement with suggestion: The mission of The Graduate School at The University of North Carolina at Pembroke is to provide quality graduate master's level degree programs and opportunities for continuing professional and career development for students whose academic preparation and personal characteristics predict success in graduate studies.

Graduate School Report: Dr. Aiken discussed:

- Recruitment: current enrollment data, recruitment pieces needing program director input/action, one on one recruitment meetings with Dr. Aiken
- Program Directors were asked to please update the Graduate Faculty list (remove names, submit nominations, etc.).
- Target X application system updates were given by Ms. Bell. The Graduate School has come a long way in getting the system to help with communication between the office staff, program directors, and students.

The next Graduate Council meeting will be Monday, November 21 at 3:00 pm both virtually at <https://uncp.webex.com/meet/irene.aiken> and face-to-face in the Conference room on the second floor of the Library.

Remaining meetings (after November 21) are scheduled for: (2023) January 23, February 20, March 20, and April 17.