

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

Wednesday, November 4, 2020 at 3:30 p.m.

<https://uncp.webex.com/meet/joe.west>

Members of the Senate:

To 2021	To 2022	To 2023
ART Mark Tollefsen (Secretary)	ART Laura Hess	ART Nathan Thomas
CHS Shenika Jones	CHS Tamara Savage	CHS Cindy Locklear
EDN David Oxendine	EDN Gretchen Robinson	EDN Camille Goins
LETT Wendy Miller	LETT Robin Snead (Chair pro tem)	LETT
NSM Benjamin Killian	NSM Bill Brandon	NSM Maria Pereira
SBS Jack Spillan	SBS Victor Bahhouth	SBS Joe West (Chair)
At-Large Cherry Beasley	At-Large Tim Altman	At-Large Renee Lamphere
At-Large Susan Edkins		At-Large Melissa Schaub
At-Large David Young		
Chancellor Robin G. Cummings Interim Provost and Vice Chancellor for Academic Affairs Zoe Locklear		

Order of Business

1) **Roll Call** (Mark, do we have a quorum?)

A quick note about changes to voting format moving forward.

2) **Approval of Minutes:** (Appendix A) Motion to approve as presented? Second? By Acclamation

3) **Adoption of Agenda** Motion to approve as presented? Second? By Acclamation **Agenda modified to add new business item. Full vote.**

4) **Reports from Administration**

- a. Chancellor—Robin G. Cummings
- a. TBD

- b. Interim Provost and Vice Chancellor for Academic Affairs—Zoe Locklear
 - a. TBD

5) Reports of Committees

1. Operations Committees

- a. Executive Committee – Dr. Joe West
 - a. Informational: Brief Introduction and Mutual Trust
 - b. Pressing Topics: COVID-19 Dashboard and ICC
 - i. COVID-19 Dashboard Faculty Survey
 - ii. ICC / Diversity Student Survey
- b. Committee on Committees & Elections – Dr. Shenika Jones
 - a. No Report
- c. Committee on Faculty Governance – **Dr. Aaron Vandermeer**
 - a. **Dr. Vandermeer Reported**
- d. Committee on the Oversight of the Faculty Handbook – Dr. Thomas Dooling
 - a. No Report

2. Standing Committees

- a. Academic Affairs Committee – Dr. Robin Snead
 - a. SGA resolution backing the removal of instructor signatures from student course withdrawal forms, Cotrayia Hardison, SGA President to speak. Vote Required (Appendix B)
 - b. ICC Committee formation.
- b. Faculty & Institutional Affairs Committee - **Nathan Thomas**
 - a. Search Committee updates
- c. Student Affairs & Campus Life Committee – Dr. Tamara Savage
 - a. No Report
- d. Academic Information Technology Committee – Dr. Susan Edkins
 - a. LTI Approval Working Group formation, Vote Required (Appendix C)

3. Faculty Assembly Updates: Meeting Minutes (Appendix D)

4. Teacher Education Committee (Appendix E)

5. Graduate Council (Appendix F)

6. Other Committees

Unfinished Business

New Business

Discussion of Chancellor's attendance at the Lumbee Recognition Rally

For the Good of the Order

Carla Rokes to discuss Innovation Council survey results.

Announcements

Adjournment

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

Wednesday, October 7, 2020 at 3:30 p.m.

<https://uncp.webex.com/uncp/j.php?MTID=m0dfd7840a0eb7f5bfa7008bfd361e28a>

Meeting number: 172 930 3473

Password: 3n3fM9ZReKM

Host Key: 866461

Join by video system: Dial 1729303473@uncp.webex.com
You can also dial 173.243.2.68 and enter your meeting number.

Join by phone: +1-415-655-0001 US Toll

Access code: 172 930 3473

Robin Snead, Chair pro tem
Mark Tollefsen, Secretary

Members of the Senate:

To 2021	To 2022	To 2023
ART Mark Tollefsen	ART Laura Hess	ART Nathan Thomas
CHS Shenika Jones	CHS Tamara Savage	CHS Cindy Locklear
EDN David Oxendine	EDN Gretchen Robinson	EDN Camille Goins
LETT Wendy Miller	LETT Robin Snead	LETT
NSM Benjamin Killian	NSM Bill Brandon	NSM Maria Pereira
SBS Jack Spillan	SBS Victor Bahhouth	SBS Joe West
At-Large Cherry Beasley	At-Large Tim Altman	At-Large Renee Lamphere
At-Large Susan Edkins		At-Large Melissa Schaub
At-Large David Young		
Chancellor Robin G. Cummings Interim Provost and Vice Chancellor for Academic Affairs Zoe Locklear		

Members Present: Tim Altman, Victor Bahhouth, Cherry Beasley, Bill Brandon, Robin Cummings, Susan Edkins, Camille Goins, Laura Hess, Shenika Jones, Benjamin Killian, Cindy Locklear, Zoe Locklear, Abigail Mann, David Oxendine, Maria Pereira, Gretchen Robinson, Tamara Savage, Melissa Schaub, Robin Snead, Jack Spillan, Nathan Thomas, Mark Tollefsen, Joe West, David Young

Members Absent: Renee Lamphere, Wendy Miller

Guests: Irene Aiken (Graduate School), Ashley Allen (CAS), Robert Arndt (Library), Scott Billingsley (Academic Affairs), Polina Chemishanova (English), Nancy Fields (Museum of the Southeast American Indian), Leah Fiorentino (Kinesiology), Lory Floyd (Education), William Gay (CAS), Mark Gogal (Chief of Staff), Carole Graham (Political Science), Karen Granger (Education), Beth Holder (University College), Dana Hunt-Locklear (SGA), Tiffany Locklear (Education), Mary Jacobs (AIS), Sandy Jacobs (CCE), Jamie Litty (Mass Communication), Ashley McMillan (Liaison to Chancellor), Lisa Mitchell (Education), Ottis Murray (Sociology), Elizabeth Normandy (Academic Affairs), Jodi Phelps (University Communications), Kayonna Pitchford (USPCP Director), Christie Poteet (CCE Director), Jonathan Ricks (Counseling), Virginia Teachey (Vice Chancellor for Finance), Dana Unger (Counseling), Aaron Vandermeer (Music)

Order of Business

- I. Roll Call**
- II. Approval of Minutes:** (Appendix A) – **approved by acclamation**
- III. Adoption of Agenda** – **approved by acclamation**
- IV. Reports from Administration**
 - a. Chancellor—Robin G. Cummings
 - **Covid update**
 - **exposure of a staff member in athletics (suspension of team for two weeks including testing and quarantine of the entire team)**
 - **tested 400 student-athletes several weeks ago (very low positivity rate)**
 - **working either with the health department of Robeson County or a private company to complete another round of surveillance tests (planned for October 28-29)**
 - **zero new positive tests since Monday (October 5)**
 - **kudos to the faculty, staff and especially the students for remaining vigilant**
 - **concerns about the state budget. State legislators will return in January to begin negotiations, making sure to satisfy the balanced budget requirement. Currently, there is a \$1.1 billion budget shortfall.**
 - a. **campus-wide 2.5% budget cuts are already occurring**
 - b. **new cuts will continue in consultation with Virginia Teachey**
 - c. **the most significant impact (cuts) will occur during the summer of 2021**
 - d. **state-allocated funds must be used for specific projects and cannot be transferred for other needs**
 - **thanks to Dr. Billingsley and his team for coordinating the upcoming fall commencement (Nov. 21) based on the success of the August 8 drive-thru commencement (approx. 300 participants out of a record 957 graduates)**
 - **the spring calendar will begin on January 19**

- a. similar options for face-to-face, hybrid and online instruction as in the fall (fortunate so far to have only a few faculty contract the virus). Encourages faculty to strive for face-to-face instruction
 - o aims to visit every department between now and the end of the spring semester in order to receive feedback on how to move the university forward most effectively
 - o thanks to the faculty for their hard work and for participating (69% participation) in the most recent employee survey
 - a. particularly proud that faculty connected to the university's cultural heritage and were proud to be a part of it (average positive response of 80%)
 - o thanks to Dr. Abigail Mann for her efforts during the past two years. She led during challenging times
- Questions:
 - o none

b. Interim Provost and Vice Chancellor for Academic Affairs—Zoe Locklear

- congratulations to Dr. Liz Normandy for the school's progress towards SACS reaccreditation. Only one out of seventy standards not met
- accreditation visit for the counseling program is upcoming and will proceed virtually in November
- the fall commencement is on November 21. Faculty attendance is not required but volunteers are welcome
- the spring calendar will not have a spring break, but Good Friday will be observed. Assuming no issues from Covid, the semester will end as previously scheduled
- an online, winter term (Fall III Term, November 30-December 30) will occur this year with final grades due on December 31. Students may use NC Promise tuition rates and may take up to four credits. There will be thirty-five courses offered
- the number of requests to teach online is comparable to that in the fall
- course ratios will be tracked beginning October 8
- thanks to faculty for participating in faculty development opportunities
- the Academic Affairs office will send an email reminding students that the grade accommodation options used in the spring are no longer in effect
- kudos to Dr. Beth Holder for creating a first-year transition survey and for compiling and analyzing the responses. Another survey will go out later in October
- freshman and transfer applications for both the spring and next fall are looking positive
- Questions:
 - o if a student takes a three-credit course during the Winter Term, is it set at \$180 or are there additional fees for an additional credit?
 - a. there are no additional fees. We utilize a stair-step model
 - o will we consider adding a Mental Health Day for faculty in line with other universities in the system?

- a. there is an ongoing discussion at the system level about health days for faculty, staff and students. The chancellor encourages faculty to take the long winter break to re-charge
- o will students who took 16 credits in the fall term need to apply for an overload to enroll in the winter term
 - a. the answer is a tentative “no” but will be checked

V. Reports of Committees

1. Operations Committees

- a. Executive Committee—Robin Snead
 - a. Informational: Chair Election will take place during New Business, as per Governance’s memo, and new chair will run meeting from that point. Nominee listed and nominations accepted from the floor.
 - b. Informational: Budget Committee
 - c. Action Item: In light of the extraordinary circumstances of Fall 2020 and Spring 2021 and the available resources, the faculty senate recommends for these two terms that Student Evaluation of Instruction (SEIs) be collected through the online platform regardless of instructional format for all scheduled faculty evaluations as per the handbook
 - o approved by acclamation
 - d. Action Item: Approve Charge of the Special Committee to Revise ICC Proposal (Appendix C) (see also Appendix B, Background)
 - o approved by acclamation
 - e. Action Item: Approve Traits as Listed on Appendix C for overall composition of the committee and work groups to Revise ICC proposal with the expectation that members may fill multiple criteria (Appendix C)
 - o approved by acclamation
- b. Committee on Committees & Elections—Shenika Jones
 - a. Action Item: Approve Subcommittee Appointments: Laura Staal (SoE), FDW
 - o approved by acclamation
 - b. Upcoming: Faculty Senate Elections
 - o will conduct the yearly Senate elections in October according to the Faculty Handbook
 - o A question was raised about the possible reworking of divisional representation, and there was some discussion about possibly including those in the next election
 - a. the current structure will guide the upcoming October elections. Any changes would be reflected in future elections once approved
- c. Committee on Faculty Governance—Cherry Beasley
 - a. Action Item: Chair pro tem Eligibility (Appendix D)
 - o approved by acclamation
- d. Committee on the Oversight of the Faculty Handbook—Tom Dooling
 - a. no report

2. Standing Committees

1. Academic Affairs Committee—Robin Snead

- a. See above: ICC proposal
 - Two options for creating the committee:
 - a. allowing the Executive Committee to choose (from a list of volunteers) those that satisfy the representative traits sought and then to send the list to the Senate for comments
 - i. approved by acclamation
 - b. waiting for the Senate to re-convene so that it can create the member list collectively
- b. Informational: Curriculum Dates (Appendix E)
 - Curriculum First: March 10
 - a. this is an absolute deadline for all curriculum proposals
 - Special Committees First: Feb 10

2. Faculty & Institutional Affairs Committee—Nathan Thomas

- a. Informational: Status of CAS Dean and Provost Searches
 - there is no search in progress for a permanent provost. The job requirements for the CAS Dean are currently under review

3. Student Affairs & Campus Life Committee—Tamara Savage

- a. Informational: Student Name Change Policy (in DoIT workflow) and Pronoun Changes in Canvas
 - students can change their pronouns in Canvas
- b. SGA Survey Results (Appendix F)
 - there were over 1,000 responses to the student survey created by the SGA. The results were somewhat inconclusive, but a majority of students stated that their access to learning resources are limited when off-campus

4. Academic Information Technology Committee—Susan Edkins (Appendix G)

- a. Informational: SEIs: Technical and Platform
 - looking at what software to utilize
- b. Informational: Urge Faculty to reach out to DoIT with tech issues
 - Katina Blue encourages faculty to reach out to DoIT with technology issues
- c. Informational: Availability of loaner laptops for students
- d. Informational: Zoom License
 - having a Zoom license gives faculty the option of which web conferencing platform they wish to use
- e. Informational: Increased Course Storage Size in Canvas
 - this costs money. The committee asks that faculty try to find alternative ways to store files in Canvas
- f. Informational: New Software License Purchases through IT Governance Committee
- g. Informational: Group defining what an online student is

3. Faculty Assembly Updates: Digital Learning, Digital Course Enhancements, Racial Equity Task Force (Appendix H, Appendix I, Appendix J)
4. Teacher Education Committee (Appendix K, Appendix L)
5. Graduate Council (Appendix M)
6. Other Committees

VI. Unfinished Business - none

Motion to extend the time by fifteen minutes – approved by acclamation

VII. New Business

a. Election of Faculty Senate Chair

- Nominee: Joe West – elected with 100% of the vote

b. Resolution of Commendation for Abigail Mann put forward by Nathan Thomas

- moved by Robin Snead, seconded by Susan Edkins, approved by acclamation

WHEREAS, Dr. Abigail Mann served as Chair of the General Faculty and Faculty Senate from August 7, 2019 until October 6, 2020; and

WHEREAS, During that time the university encountered a multitude of unusual challenges, including those presented by a global pandemic and social unrest both nationally and locally; and

WHEREAS, These challenges required a significant amount of work during the summer months, when the Senate workload is normally quite light (and during which time she, as with most faculty, was not under contract); and

WHEREAS, She faced all these challenges with good grace, a cooperative spirit, and a fierce commitment to the best principles of shared governance; and

WHEREAS, She consistently encouraged and counseled members of the Executive Committee, other Senators, and members of the faculty, providing both wisdom and inspiration to them; and

WHEREAS, She has, through these and other extraordinary efforts on behalf of the faculty, made a substantial and lasting contribution to the betterment of the university; now, therefore, be it

RESOLVED, That the Faculty Senate does hereby commend its former Chair Dr. Abigail Mann for her relentless dedication and service to the Senate, the faculty at large, the students, and the university.

VIII. For the Good of the Order

IX. Announcements

X. Adjournment at 5:00 p.m.

Appendix B

SGA Resolution 03

SENATE RESOLUTION 03

**A RESOLUTION TO BE ENTITLED
AN ACT TO REMOVE THE INSTRUCTOR SIGN-OFF FROM
WITHDRAWAL FORMS**

Short Title: Instructor Sign-Off Act (Public)

Written by: Student Affairs Chair Ellis

Sponsored by: Senator Bennett, Academic Affairs Chair Hendricks, ASG Liaison Ivey

Signatories: Senator Graham, Chief of Staff Harrison, Senator Carter

First Reading: 09/23/2020

Version Date: 09/30/2020
(Initial Edition)

Second Reading:

Referred to: Academic Affairs

**Section 1. The Student Senate of the University of North Carolina at
Pembroke adopts the following Resolution:**

WHEREAS, students are only given two options to be removed from a class which is manually through BraveWeb before the drop/add period and by filling out a withdrawal form before the deadline; and,

WHEREAS, in order to complete the withdrawal form, as it is now, both the students' advisor and instructor for that class, must sign off on the form before it can be turned in; and,

WHEREAS, students may not always feel comfortable consulting their instructors before withdrawing from their class and often times students are intimidated by their instructor for various reasons; and,

WHEREAS, instructors can be a barrier for getting the form completed due to issues such as availability, scheduling conflicts, and/or lack of communication, and it would be unfair for students to suffer from a failing grade due to their instructor not signing off on the withdrawal form; and,

WHEREAS, by removing the instructor sign-off, this can also lift a burden off the shoulders of the instructors; and,

WHEREAS, by having the advisor still sign off on the form, students are still inherently encouraged to consult their advisors so they know whether it is a good decision or not for their collegiate academic career; now, therefore, be it

RESOLVED, that the withdrawal forms should no longer require the instructor sign-off in order for it to be completed by the withdrawal deadline; and be it further,

RESOLVED, that the instructor for that course still be notified within 24 hours of the withdrawal form being submitted, and the instructor has 48 hours to respond directly to the student to serve as a final check-in before the form is approved; and be it further,

RESOLVED, that SGA strongly recommends academic advisors to be thorough with the review of the student's DARS report to ensure that the student will be successful; and be it further,

RESOLVED, that upon its passing, a copy of this resolution be sent to the Faculty Senate, the Office of the Registrar, the Center for Student Success, and the Division of Academic Affairs.

Section 2. This Act shall be effective immediately.

Appendix C

AITC Proposal for Revising the LTI Approval Process

In order to facilitate processing new LTI requests, the AITC proposes the following changes to the process:

1. A cut-off date for new LTI requests will be established 6 weeks prior to the start of each semester (including summer with one deadline). LTI requests submitted after the cut-off date will be reviewed, but no assurance is made that a decision will be reached prior to the start of the next semester.
2. A working group will be established to review LTI requests over the summer and winter break. The working group will consist of the following individuals:
 - a. AITC Chair (from previous year for summer)
 - b. Director of Enterprise Applications (DoIT)
 - c. LMS Administrator (DoIT)
 - d. Accessibility Resource Center representative
 - e. Office of Online Learning representative
 - f. 3 Faculty member volunteers (preferably from AITC)
3. Communications about the 6-week deadline will be delivered to Faculty periodically through Canvas and via the listserv.
 - a. “Requests for new teaching and learning technology tools (a.k.a. LTIs) are to be submitted 6 weeks prior to the start of the semester in which they will be used.”

AGENDA
UNC Faculty Assembly Meeting Summary
Friday, September 11, 2020, 9:00 - 11:00 AM
VIA ZOOM

Theme: Taking Care of Each Other During These Troubling Times

Attendance: Ashwell, Beasley, Bradshaw, Bullard, Chow, Damasceno, Daynes, DiGiacinto, Dilday, Dobbins, Falls, Figueroa, Ford-Eickhoff, Harden, Harp, Holland Goldthwaite, Hopcroft, Howard, Ives, Jones, Kellner, Klaimon, Kleiner, Maki, Miller, Nemati, Parker, Phelan, Popke, Powell, Randle, Reis, Robinson, Rosenberg, Schmutz, Scott, Sellers, Smith, Spontak, Steed, Szabo, Turner, Wells, Williams, Womack

Welcome, and approval of the minutes of the August 7, 2020 meeting (Tim Ives)

Chair Ives welcomed all attendees. He noted that a lot was happening nationally and that today was about updates and supporting everyone. The August 7, 2020 Faculty Assembly meeting summary was approved ([view here](#)).

UNC System Update (President Peter Hans)

President Hans noted that today was September 11th and to remember the survivors of the 9/11 tragedy. The System is facing a number of challenges and uncertainties. He reaffirmed how much he values faculty input and keeping open lines of communication. He looks forward to feedback and thoughts on what is working and not working and how we can work closer together. In the COVID-19 environment, he needs our help in anticipating and innovatively addressing problems and challenges; what do faculty need to ensure success of our students? Mental health for students, staff, and faculty is a high priority.

At the state level, COVID emergency funds have just been approved by the Governor and \$13 million has been allocated for PPE and the UNC System. An additional \$5 million has been allocated for testing. At the national level, the US Senate has proposed a \$29 billion budget for higher education which is twice as much as the CARES ACT. This would mean direct aid to help all UNC System institutions. In terms of the revisions to 200.8 and the chancellor search policy, the BOG will move forward with the recommended revisions. The changes would apply to future searches and not to current searches. The primary rationale for the revision is that the hiring process should include the manager's ability to recruit a talent pool and the President takes this seriously; the ability to identify top flight candidates will only help the institution ([view proposed revisions](#)).

Update on UNC System Racial Equity Task Force (Governor Darrell Allison, Shun Robertson) - [View Slides](#)

The Racial Equity Task Force was formed on June 9th ([view memo here](#)) and its charge consists of four parts: 1) Meet with student, faculty, and staff groups to discuss issues of race and equity in the UNC System and all tangible steps that can be taken across the UNC System in pursuit of equity and understanding; 2) Gather, explore, and develop recommendations, suggestions, and feedback; 3) Prepare a report to the Board of Governors, to include a list of recommendations and action steps in priority order; and 4) Present the report to the Chair of the Board of Governors and the President by October 2 (extended now to December 16th).

The original membership has been expanded from 6-13 members ([see slide 3](#)). The three focus areas of the task

force are: 1) Equity in Student Recruitment, Enrollment, and Success Outcomes; 2) Recruiting and Retaining Diverse and Equity-Minded Practitioners and Leaders; and 3) Supporting Safe and Inclusive Campuses. Their next steps are to hold key stakeholder discussions across the system and their system wide survey for faculty, staff, and students ([take the survey here](#)). The task force will continue to have conversations with the Faculty Assembly and will be holding a series of town halls.

[Update from Academic Affairs \(Kim van Noort\)](#)

Dr. Kim van Noort provided general system updates.

[Updates on the Digital Course Enhancement Initiative, and the Designing Effective Online Courses Program \(Michelle Solér, Jim Ptaszynski\) - \[View Dr. Ptaszynski Slides\]\(#\) | \[View Dr. Solér's Slides\]\(#\)](#)

The Digital Course Enhancement Initiative has currently served 2,000 faculty and staff impacting 253,239 students across all 17 institutions. The website is located at dli4faculty.northcarolina.edu and the next workshops on Designing Effective Online Courses are scheduled for October 5, 2020 and November 30, 2020 ([register here](#)). The UNC System Digital Learning Fellows for 2020-21 remain Dr. Ellen Pearson (UNCA), Dr. Ben Powell (ASU), and Dr. Katherine Saul (NCSU). The Digital Learning Webinar series continues and takes place on the fourth Friday of each month and all recorded webinars and schedules can be found at <https://myapps.northcarolina.edu/digitallearning/webinarseries1/>.

[Available Mental Health Resources for Surviving in these Turbulent Times \(Russell Robinson, Bethany Meighen, Toya Corbett, Matthew Brody\) - \[View Slides\]\(#\)](#)

Dr. Robinson provided an update on an upcoming mental health symposium.

Drs. Corbett and Meighen presented System wide work around mental health. They presented some sobering statistics for college students in general: 40% of students fail to seek help, 30% reported having problems with school work due to mental health issues, 80% feel overwhelmed by their responsibilities, 50% rated their mental health below average or poor, 50% struggled from anxiety, and only 7% of parents felt their students suffer from mental health issues in college.

In terms of COVID-19 response: Counseling Centers are using telebehavioral health to support students. Student Health Services are offering weekend hours. Campus Recreation departments are implementing innovative programming in an attempt to support students during COVID-19. Deans of Students are using a case management methodology to identify and provide wrap around services for students. Student Organizations are offering recovery programs. Special programming is being offered for Military & Veterans Services.

Examples include the TAO Connect program at FSU, which is a digital platform designed to assist students with “anxiety, depression, stress, substance abuse, relationship problems and resiliency.” UNCG has a Culture of Care Initiative, which offers a “... multi-tiered approach for suicide prevention training, *Ask. Listen. Refer.* An on-line training designed to help faculty, staff and students prevent suicide.” UNCP and WSSU has a Mental Health First Aid Training, which provides “training for faculty, staff and students to learn risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in a crisis, and where to turn for help.” ECU and UNCSCA have collaborated to provide Grief and Loss Counseling Training to, “(i)ncrease awareness about the impact of grief and loss on the campus community and improve skills in offering non-clinical support to students in need.” Contact information for Dr. Toya Corbett, Assistant Vice President for Student Affairs, tgorbett@northcarolina.edu, and Dr. Bethany Meighen, Vice President for Student Affairs, bdmeighen@northcarolina.edu.

Matt Brody provided an HR update.

Virtual Assembly & FA Listserv Etiquette (Kacey DiGiacinto, Anthony Chow) - Communications Committee Co-Chairs. [View Zoom Procedures](#) | [View Listserv Etiquette](#)

Dr. DiGiacinto highlighted the Faculty Assembly's new Zoom meeting protocol including muting the microphone when not speaking, adding affiliations to displayed names, and using the raise hand feature in Zoom. Dr. Chow went over basic listserv etiquette, highlighting the fact that recipients of a listserv can only send emails to that listserv and not any other listserv. In addition, the listserv is not to be used as a place for a "call to action" but rather a place for discussion and information. Calls to action should be vetted by the Faculty Assembly Chair.

Chair's Report (Tim Ives) - [View Slides](#)

Chair Ives reaffirmed how important it was that the Faculty Assembly play a significant role on the Budget Committee/Task Force on every campus as budget cuts on each campus is expected. The next Board of Governors meetings are September 16 (committee meetings) and 17 (Board meeting) and can be viewed at <https://www.unctv.org/watch/live-stream/bog/>. The next Designing Effective Online Courses workshops start October 5 and November 30 and for more information go to <https://dli4faculty.northcarolina.edu>. The Equity Task Force will meet with all 17 Senate Chairs on September 24. The October FA meeting will likely be used as a working meeting for its eight committees ([view here](#)). The November meeting focus will be on a report from Military and Veterans Affairs and Advocacy training.

[A resolution](#) honoring [Henry Ferrell](#) (1934-2020), ECU History Professor Emeritus and the second UNC System Faculty Assembly Chair (1974-76), passed unanimously.

Adjournment

Approved 10.14.20



Teacher Education Committee

Wednesday, September 9, 2020

3:00 – 5:00 pm

Webex

<https://uncp.webex.com/uncp/j.php?MTID=m01b3950d542ba02bff3f615464d1ecec>

Meeting materials in TEC OneDrive

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

Dr. Loury Floyd, Presiding

Ms. Michelle Locklear, Recording

Minutes

I. Called to Order 3:00 pm Dr. Loury Floyd

Attendance: I. Aiken, M. Ash, D. Bonneau, S. Cinnamon, M. Edwards, I. Falls, K. Ficklin, L. Floyd, K. Granger, R. Hagevik, J. Hunt, E. Hee Jeon, S. Jones, Z. Jones, M. Klinikowski, R. Ladd, C. Lara, N. Lifschitz-Grant, L. Mitchell, K. Pitchford, J. Rivera, M. Rivera, G. Robinson, K. Sellers, M. Scott, T. Trendowski, A. Van Buren, J. Whittington, S. Woodside

II. Adoption of Minutes (5 min.) Committee Members

- a. March- tabled until October meeting
- b. April -Motion to approve from Dr. Ladd, 2nd from Dr. Aiken, approved by affirmation
- c. August -Motion to approve from Dr. Rivera, 2nd from Dr. Ladd, approved by affirmation

III. Dean’s Report (15 min) Dr. Loury Floyd

Announced Dr. Bonneau as new Program Coordinator for Special Education

Appreciation for Dr. Falls as serving as Program Coordinator for Birth-Kindergarten and Special Education. Dr. Falls will continue serving as Program Coordinator for Birth-Kindergarten.

- a. CACREP

Virtual site visit November 9-11

- b. NCACTE Update

Fall Forum will be held on Thursday, September 24. The 2020 NCACTE Fall Forum will be a virtual one day event held Thursday September 24. To register for the event, visit the

Approved 10.14.20

NCATE Fall Forum webpage from [this link](#). **Participants are asked to register** but there will be NO COST for the 2020 Forum this year. Registered participants will receive the zoom meeting information on or around September 17.

Malina Manaco, Vice-President of CAEP, Thursday October 29, 2020 available for a meeting on October 29, 2020 to discuss and answer questions.

c. *'I Am Every Good Thing'*

BraveEducators joined NCTE in conversation with New York Times bestselling author Derrick Barnes and Gordon James

d. [Committee Leadership](#)

Announced TEC sub-committee chairs:

Assessment- Dr. Mary Ash

Clinical Practice- Dr. Kelly Ficklin

Candidate Quality, Recruitment and Selectivity- Dr. Naomi Lifschitz-Grant & Dr. Jennifer Whittington

Curriculum & Instructional Practice, Dr. Kim Sellers & Dr. Serina Cinnamon

Policy- Dr. Jose Rivera

Professional Studies Core- Dr. Gretchen Robinson

e. SWOT Analysis

Thanks to everyone for contribution

IV. Committee Work (10 min)

a. [Candidate Quality, Recruitment and Selectivity](#) (**FIRST READ**)

Dr. Naomi Lifschitz-Grant &
Dr. Jennifer Whittington

Tracks students

Researched other institutions (University of Tampa) about interview processes for admission to the teacher education program. Proposal to eliminate interview for admission to the teacher education program and the professional semester to move to an online application.

Researched other programs and they tracked students progression through live spreadsheet such as gpa, test scores, etc.

MOTIONS (to be reviewed October 2020)

Eliminate the interview for admission to the teacher education program and internship semester.

Move to an on-line application for admission to the Teacher education program and there will be deadline sets

Develop a "live" spreadsheet for all programs that houses all data checkpoints such as EDA scores, gpa, test scores, etc.

September 22 next meeting

Approved 10.14.20

Meeting dates

V. Assessment and Accountability (25 min)

a. Master of Arts in Teaching

Dr. Lisa Mitchell

Meetings last Friday of Month

Thinking about aligning with CAEP

b. ITP INTASC Mapping Results/Findings

Ms. Mary Klinikowski

Dr. Jose Rivera started discussion about storage of this data. Dr Floyd offered storage in multiple places. Mary suggested a CAEP folder.

- i. FYI Partner school system demographics summary
- ii. Includes percentages
- iii. Residency Procedure Change

Require students to be admitted to the program and university before we can sign the Form RL. Dr. Serina Cinnamon asked specially do a student need to be registered for courses?

Dr. Floyd answered that students need to be enrolled and that means registered.

- iv. Working on a new taskstream drf for residency students whose licensure area does NOT have an MAT program (Art, BK, Music, Spanish)
- v. Annual report process to be modified and more info will be shared soon

c. Early Field Clinical Practice **(2.1,2.2, 2.3)**

Dr. Kay Pitchford

i. Out of Area Placement Requests

Due by October 1. Anyone that needs a placement not in our district. Forms can be found on the Teacher Candidate Website and in the TEC folder.

ii. Spring 2021 Internship Information- Due November 20. Checklist is on the website and in the TEC folder. Students need to have a 2.7 GPA

iii. Fall 2021 Internship Information- Application November 2

Final Date for All Applications. DRAFT checklist is posted on the website and in the TEC folder (waiting for Health Center date confirmation)

Information Meetings Required: October 6, 2020 10-11 a.m. , 4-5 p.m.

Dr. Pitchford's webex room. Candidates attend ONE meeting.

VI. New Business (30 min)

a. Majors Meetings

Dr. Lisa Mitchell

Approved 10.14.20

Dr. Floyd suggests to offer EPP meetings for each program in their department by webex- last week of September 28-October 2

b. Admission to EPP (**ACTION ITEM**)

Dr. Lisa Mitchell

Motion from Roger Ladd, 2nd from Serina Cinnamon

Vote: 20 out of 26

c. Licensure Recommendations and Residency

Ms. Michelle Locklear

Dr. Grant asked if residency students needs to be admitted to the teacher education program.

Discussed removing 2nd degree programs-contact Dr. Floyd to discuss more

d. [EPP Handbook Updates](#) (**FIRST READ**)

Dr. Jose Rivera & Dr. Roger Ladd

i. Committee Name Change

Would like policy group to research process for changing the name

VII. Good News (5 min)

No good news announced

VIII. Adjourn-Motion to adjourn by Dr. Irene Aiken and 2nd by Dr. Roger Ladd

Adjourned at 4:52 pm

Please Review our 2020 Educator Preparation Annual Reports

- [2020 CAEP Annual Report](#)
- IHE Report (NCDPI) - [Bachelor's](#), [Masters](#), [MSA](#)

Important Dates to Remember

- Licensure Processing: Friday Only
- **NEW!** Majors Meetings: Week of September 28, 2020
- Next TEC Meeting: **October 14, 2020** 3:00 p.m., SOE 223 (Webex Option)
- **NEW!** Formal Admission Deadline: November 1, 2020, April 1, 2021, August 1, 2021
- Clinical Application Due: November 20, 2020, April 20, 2021
- Out-of-Area Placement Request Due: October 1, 2020
- **NEW!** Fall 2021 Internship Information Meeting: October 6, 2020, 10-11 a.m. or 4-5 p.m. (Kay's WebEx Room <https://uncp.webex.com/meet/kayonna.pitchford>)
- **SAVE-THE-DATE!** Data Institute: November 23, 2020

Approved 10.14.20







Respectfully submitted by Dr. Irene Pittman Aiken, Dean

Graduate Council met October 19, 2020. Below is information believed to be most relevant to Faculty Senate.

Guests:

Dr. Aaron Vandermeer presented the UNCP Student Computing Initiative as it relates to graduate students. Students can purchase a computer for a reduced rate through the initiative and may be eligible for Financial Aid for the purchase.

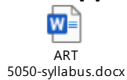
The following Graduate Faculty Nominations were approved

Last Name	First Name	Degree	Dept	Program	Status	CV	Votes ¹
DuBose	Kennard	DSW	Social Work	MSW	Full	 DuBose, Kennard CV 2020 full.pdf	19-0-0
Freeman	Teresa	MSW	Social Work	MSW	Prof Aff	 Freeman, Teresa CV 2020 prof aff.pdf	19-0-0
Stephens	Frederick	MSW	Social Work	MSW	Full	 Stephens, Frederick CV 2020 adjunct.pdf	19-0-0
Thomas	Jody	DSW	Social Work	MSW	Full	 Thomas, Jody CV 2020 full.pdf	19-0-0

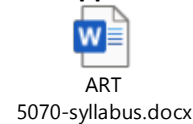
¹ For–abstain–against

The following New Course Proposals were approved (program revision proposal forthcoming):

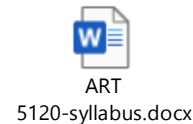
a. ART 5050. Applied Art Education Pedagogy and Production: Elementary (3)



b. ART 5070. Applied Art Education Pedagogy and Production: Secondary (3)



c. ART 5120. Varieties of Visual Experiences: Museum, New Technologies, and Edu (3)



Graduate School Report

- Dr. Aiken asked the PDs to again consider their current admission requirements and whether they are meaningful or are other measures needed (interview). She also suggested that PDs consider new/additional ways to connect with their students.
- Dr. Aiken asked PDs to review their websites (include licensure, apply button, pictures, contact info) and update if necessary. Dr. Bumín advised PDs to acquire WIC access so they can edit their own webpages.

- Dean Aiken asked that PDs participate in the Open House and notify Emily Oxendine if they are available.
- Dean Aiken encouraged PDs to reach out to undergraduate students nearing graduation to recruit them into our graduate programs, citing that UNCP undergrads made up only 23.4% in fall 2020 vs. 40% in 2017. Dean Aiken noted that undergraduate privilege could be a powerful incentive.
- Dean Aiken told PDs that she will be scheduling meetings with them to discuss their recruitment and enrollment goals for the upcoming year.
- Dean Aiken announced that the NC Council of Graduate Schools Conference will be virtual (October 22-23, 2020) and invited program directors and interested parties to participate ([LINK](#)).

New Business:

- Dr. Bumín mentioned that, as soon as we have clarity about 2021-22 AY schedule, he will be in touch with PDs to set up application deadlines for AY 2021-22 year (fall, spring, summer 1, summer 2).
 - Discussion about required documentation for appeals — current requirement for students to get letter of support from previous instructors and/or PDs can be burdensome; Dean Aiken asked Council members how they felt about removing this requirement. Discussion did not result in a vote and Dean Aiken said that she will continue investigating how to proceed.
 - Dr. Sharum expressed interest in implementing a class withdrawal limit, similar to the one used at NC A&T. Graduate Council discussed pros and cons of this move, without holding a deciding vote. Dr. Aiken said that she will check with General Counsel Kelvin Jacobs about whether this can be a program-specific decision or not.
- **Announcements/Reminders**
 1. Remaining Grad Council Meetings for 20-21 academic year (at 3:00 pm; Nov. meeting held via WebEx; 2021 meeting TBD): October 19, November 16 of 2020, and January 25, February 15, March 15, and April 19 of 2021
 2. Application Deadlines:
 - March 1, 2021 for fall 2021 graduation
 - October 1, 2021 for spring 2022 graduation