

The University of North Carolina At Pembroke

Faculty Senate Committee Meeting

Agenda

**Meeting of the Faculty Senate Committee
Wednesday, 2 October 2002 @ 3:30pm
Room 213, Chavis University Center**

Thomas A. Dooling, Chair
Holden Hansen, Secretary

Members:

Allen C. Meadors, Chancellor, Ph.D., FACHE
Roger Brown, Provost & V.C. for Academic Affairs

To 2005

ART John Labadie

EDN Irene Aiken

LET Jesse Peters

NSM Dennis Edgell

SBS Michael Spivey

At-Large Robert Canida

At-Large Weston Cook

At-Large Cindy Saylor

To 2004

ART Holden Hansen

EDN Susan Edkins

LET Ray Sutherland

NSM Bill Campbell

SBS Wright Killian

At-Large Cherry Beasley

At-Large Tom Dooling

At-Large Bonnie Kelley

To 2003

ART Beth Maisonpierre

EDN Tommy Thompson

LET Kay McClanahan

NSM John Reissner

SBS Jim Frederick

At-Large Robert Brown

At-Large Liz Normandy

At-Large Richard Vela

Order of Business

- A. Roll Call
- B. Approval of Minutes
- C. Adoption of Agenda
- D. Reports from Administrators
 - 1. The Chancellor
 - 2. The Provost and Vice Chancellor for Academic Affairs
- E. Reports of Committees
 - 1. Operations Committees
 - a. Committee on Committees and Elections
 - b. Executive Committee
 - i. Vote on Alpha Chi membership
 - c. Committee on Faculty Governance
 - 2. Standing Committees
 - a. Academic Affairs
 - a. Vote on Curriculum Change
 - b. Syllabi Investigation
 - c. Midterm grade policy
 - b. Faculty and Institutional Affairs
 - a. Discussion of Evaluation Policy
 - c. Student Affairs and Campus Life
 - 3. Special Committees
- F. UNC Faculty Assembly Report
- G. Teacher Education Committee
- H. Graduate Council
- I. Other Committees
 - 1. Awards Committee Report
- J. Unfinished Business
- K. New Business
- L. Announcements
- M. Adjournment

Academic Affairs Committee Minutes

Academic Affairs Committee

The University of North Carolina at Pembroke

Present: Dr. Wright Killian (Chair), Dr. Irene Aiken, Dr. Robert Brown, Dr. Bill Campbell, Dr. Tommy Thompson (Chair, Curriculum Subcommittee), Dr. Paul Flowers (Chair, General Education Subcommittee), Ms. Linda Hafer (Chair, Academic Support Services Subcommittee), Dr. Lisa Kelly (Chair, Enrollment Management Subcommittee) and Dr. Bill Gash (for Dr. Roger Brown)

Excused: Dr. Michael Spivey, Dr. Ray Sutherland, Dr. Richard Vela

Date: Wednesday, September 18, 2002

Time: 3:32

Location: Room 251, Chavis University Center

1. Dr. Wright Killian called the meeting to order at 3:32 pm
2. Dr. Killian asked that one item be added to the agenda, the obtainment of a secretary. Otherwise the agenda was accepted.
3. Dr. Killian asked for a secretary volunteer. As no one volunteered, Dr. Killian stated that the group would rotate secretarial duties. Irene Aiken volunteered for the day's meeting. Dr. Killian stated he would create a secretary "schedule" and asked members to please inform him of meetings they may miss.
4. The minutes of April 18, 2002 meeting were declared approved.
5. Report from the chair: Dr. Killian noted that all four subcommittees are functioning with a chair and selected secretary (or format—see notes on subcommittees).
Dr. Killian commented on the committee's unfinished business from last year. Two items concern surveys from last year: the Writing Center Survey (the faculty survey was conducted, but the student survey was not conducted) and the library survey (not conducted). Dr. Bill Gash stated that the matter was being "looked into." Dr. Robert Brown gave further details about the problem related to that which can be obtained from the April 17 minutes.
Dr. Killian stated that another issue postponed last year that the committee will address following the NCATE visit is the on-line posting of syllabi.
6. Dr. Paul Flowers, Chair, reported for the General Education Subcommittee. Monika Brown has been selected as the secretary. Minutes from the previous meeting have been distributed and the committee will meet on the fourth Thursday at 3:30.
7. Ms. Linda Hafer, Chair, reported for the Academic Support Services Subcommittee. The committee will meet on the second Tuesday at 3:30 in the Library Conference Room. Betty Brown will serve as secretary. They are investigating the issues surrounding the Library and Writing Center surveys.
8. Dr. Tommy Thompson, Chair, Curriculum Subcommittee (Larry Schultz, secretary) indicated the two minor changes presented in the agenda (no vote required). He then introduced the proposal by the Dept. of Math & Computer Science to change MAT 501 Theoretical Bases of Math Instruction from an elective to a requirement in the M.A. in Math Education degree as required by NCATE (Pending approval by the Graduate Council), Dr. Bill Campbell could answer any questions. The proposal was unanimously approved.
9. Old Business. Dr. Killian noted that old business included a proposal by the Dept. of Social Work which was postponed due to the lack of a representative being present which will continue to be postponed until a representative addresses the committee.
10. No new business was presented.

11. Announcements:

A: 2002-2003 Meeting Schedule:

October 16, 2002

November 20, 2002

January 15, 2003

February 19, 2003

March 19, 2003

April 16, 2003

B: All Academic Affairs Committee meetings will be held in Room 251, UC **except** the November 20, 2002, meeting which will be held in Room 213, UC.

12. The meeting was adjourned at 3:50 pm

Respectfully Submitted,

Irene Pittman Aiken, Secretary in Rotation

Wright Killian, Chair

Faculty and Institutional Affairs Minutes

Faculty and Institutional Affairs Committee

September 19, 2002

251 Chavis University Center

Present: Beth Maisonpierre (Chair), Bill Gash, John Labadie, Kay McClanahan, Liz Normandy, Jesse Peters, John Reissner, Sara Simmons (Chair of Faculty Development and Welfare Subcommittee)

Excused: Glen Burnette, Neil Hawk, Velinda Worix (Chair of Faculty Evaluation Review Subcommittee)

Absent: Dennis Edgell

1. Call to Order and Appointment of Secretary. The meeting was called to order at 3:35 p.m. by Committee Chair Beth Maisonpierre. It was decided that minutes would be taken by committee members on a rotating basis: September-Kay McClanahan, October-Liz Normandy, November-Jesse Peters.

John Labadie informed the committee that he has a class which conflicts with the scheduled meeting time. The Chair asked him to inform Jim Fredericks that he would have to resign from the committee due to the conflict.

2. Approval of the Agenda. The agenda for the September 19th meeting was approved.

3. Approval of the Minutes. The minutes of the April 19, 2002 meeting were handed out and approved.

4. Reports from Administrators

A. Associate Provost and Vice Chancellor for Academic Affairs: Bill Gash reported that there was nothing to report at the present time.

B. Vice Chancellor for Business Affairs: Neil Hawk was unable to attend the meeting.

C. Vice Chancellor for Advancement: Glen Burnette was unable to attend the meeting.

5. Reports from Subcommittees

A. Faculty Evaluation Review Subcommittee: Subcommittee Chair Velinda Worix was unable to attend the meeting but had given a report to Dr. Maisonpierre prior to the committee meeting. The Faculty Evaluation Review Subcommittee met on September 3 for an organizational meeting. Velinda Worix will serve as chair and Jean Sexton will take on the responsibilities of secretary later in the semester. In the meantime, the subcommittee will use the secretary-in-rotation system. The subcommittee's next meeting is scheduled for October 1 (the first Tuesday in October).

B. Faculty Development and Welfare Subcommittee: Subcommittee Chair Sara Simmons reported that the subcommittee met on September 12. Sara Simmons will serve as chair and Mark Thompson as secretary. The subcommittee plans to Review the minutes from previous years for unresolved business. Under new business, the subcommittee considered the following:

(1) Parking Enforcement: After a discussion of the length of time before parking regulations are enforced at the beginning of the academic year, Tom Ross volunteered to draft possible resolutions for submission to the Subcommittee at its October meeting.

(2) Faculty Lockers: David Young will investigate whether provision will be made for additional faculty lockers when the Jones building undergoes expansion.

(3) Student Fees and Faculty Development and Raises: Roger Killian will attend the October meeting of the Subcommittee to discuss whether a portion of the monies from student fees could be devoted to faculty development and raises and whether faculty travel allocations could be used for other types of professional development.

The subcommittee will meet next on November 14.

6. Evaluation of Administrators by Faculty. After a lengthy discussion of this matter, it was decided that Dr. Maisonpierre would invite the Chancellor to the Committee's October meeting to discuss faculty evaluation of administrators.

7. Promotion and Tenure Committee Proposal. A proposal that would allow for granting tenure at the time of appointment was discussed. The issue came up in regard to filling the Belk Chair in Business. The Promotion and Tenure Committee concurred in the administration's decision to offer the candidate tenure and the rank of full professor. The Committee proposed that the Faculty Handbook be amended to add the following:

End of section 3-3A: "All initial faculty contracts are for probationary periods as described below, but under exceptional circumstances tenure at the time of appointment can be considered."

Section 3-3C #3: "Appointment with tenure. Under exceptional circumstances, such as the case of a faculty member being hired as a full professor in an endowed chair position, a recommendation for tenure at the time of appointment can be considered. This process should be initiated by the Provost and Vice Chancellor for Academic Affairs after consulting with the chair of the department concerned and the Committee on Promotion and Tenure."

After discussion, the proposal was tabled for future consideration.

8. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Kay McClanahan
Secretary-in-Rotation

Student Affairs & Campus Life Committee Minutes

To be handed out

Faculty Senate Minutes

The University of North Carolina at Pembroke
Faculty Senate Minutes
Wednesday, September 4, 2002

The meeting was called to order at 3:34 p.m. by Tom Dooling, Chair of the Faculty Senate.

Members Present:

Irene Aiken, Cherry Beasley, Robert Brown, Bill Campbell, Tom Dooling, Dennis Edgell, Susan Edkins, Jim Frederick, Holden Hansen, Bonnie Kelley, Wright Killian, John Labadie, Beth Maisonpierre, Kay McClanahan, Liz Normandy, Jesse Peters, John Reissner, Cindy Saylor, Michael Spivey, Tommy Thompson, Richard Vela

Absent: Ray Sutherland

Excused: Robert Canida

Approval of the Minutes: The minutes of May 1, 2001 were approved after noting corrections to a number of misspelled names.

Reports from Administrators:

Provost Roger Brown congratulated new and returning Senators on their participation with the Faculty Senate. Provost Brown reported on the following: A record 4,420 (approximate) students have been enrolled for the fall semester, which is very close to recent projections. Graduate enrollment has increased by 15% due in part to Distance Education. In spite of the record enrollment growth, all students have been accommodated, with thanks to the Faculty for their role in this matter. Provost Brown reported that the construction will begin soon on new accommodations for the Math, Biology and Physics Departments and that the Science building is in the final stages of design. Site preparation is scheduled to begin in April, 2003. Immediately following commencement next May a moving company will be contracted to move affected departments from the Oxendine building to a temporary setting, and sixteen months later, everything will be moved back. Earlier plans to move departments in stages were scrapped in favor of the current plan, realizing a savings of about one half million dollars. Construction is due to be complete in July, 2004, with the Construction Company being responsible for any cost overages if the opening is delayed. This project is part of the first phase of bond money recently passed by the voters.

The report of Chancellor Meadors was delayed pending his arrival.

Reports from Operations Committees

Committee on Committees and Elections:

Jim Frederick reported that the Committee had met to discuss nominations for the elected position on the Curriculum Committee recently vacated by Eva Meekins. The Committee made a motion to nominate Maria Pereira to fill this position. Tom Dooling called for a voice vote. Maria Pereira was elected unanimously. Jim Frederick reported that the Committee was moving forward on other appointments.

Executive Committee:

Tom Dooling reported that the Committee had met Tuesday, August 27, where an agenda for the May 4, 2002 meeting of the Faculty Senate was constructed. He noted that in the future the minutes and agendas of the Faculty Senate would be posted on-line. However, for now the practice of hand delivering hard copies of the minutes to Senators would continue.

Faculty Governance Committee:

Holden Hansen reported for Chet Jordan that the Committee will meet later this month at the regular time.

Reports from Standing Committees

Academic Affairs Committee:

Wright Killian reported that the Committee's first meeting will take place on September 18. Pending from last year were issues relating to the distribution of syllabi, the Library Survey, and the Evaluation of the Academic Affairs Office.

Faculty and Institutional Affairs Committee:

Beth Maisonpierre reported that the Committee's first meeting will take place on September 19, and that the Faculty Evaluation Review Subcommittee had met on September 3. Velinda Worix was elected Chair of the Subcommittee. The Faculty Development and Welfare Subcommittee will meet September 12.

Student Affairs and Campus Life Committee:

Cherry Beasley reported that the Committee will meet on September 16, and that she and the Vice Chancellor for Student Affairs have already met. Expanded enrollment has created difficulties related to housing, as approximately fifty students are currently housed three to a room. Student Health is also crowded. The Committee will be dealing with these issues as well as a new student grievance process that are related to all matters other than grade disputes.

Faculty Assembly:

Bonnie Kelley reported that she and Jose D'Arruda will be attending a Board of Governors meeting as members of the Executive Committee of the Faculty Assembly. Bonnie Kelley is chairing the Professional Development Committee and Jose D'Arruda is chairing the Technology Committee. The meeting will be in honor of the thirtieth anniversary of the Faculty Assembly. The Assembly will use this meeting to reaffirm the concept of Academic Freedom to the Board of Governors.

Chancellor's Report:

Chancellor Meadors apologized for his lateness, citing an unexpected matter in the Chancellor's office. He reported a 12% increase in enrollment and specified the number enrolled at 4,435, and the number projected at 4,472. Projections for next year are for a 5% increase. Facility issues will arise due to the enrollment increase, and there may be a need to evaluate expanding evening activity due to the increase in enrollment of non-traditional students. The Legislature is still in session with progress on the budget going at a slow pace. The most important proposals and related issues currently on the table are (1) Funding the salary line items at 98%, which would cut annual salary savings that have historically been used to pay for a variety of University needs at the discretion of the Chancellor; and (2) Enrollment growth funds for K-12 education has passed, meaning that an entire constituency of support has been removed from lobbying for the issue of enrollment growth funds for Higher Education. It is not known when the budget will be passed and currently there is a \$150 million dollar gap between the House and the Senate. Chancellor Meadors urged everyone to contact their legislators and lobby for support of higher education. He also thanked the Faculty for the smoothest start of the school year in the past four years. He urged all to let his office know when communication is not getting through to the University community, particularly as it relates to the bond money projects. He noted that the recent downgrading of the State's bond rating will not affect the next phase of construction.

Teacher Education:

No report.

Graduate Council:

Kathleen Hilton reported that the Masters Program in School Administration has received approval from the Board of Governors, and that there already are students who have been admitted to the M.F.A. program both on campus and for a Moore County cohort.

Other Committees:

No reports.

Old Business:

There was no old business.

New Business:

There was no new business.

Announcements:

Liz Normandy announced that the Third Annual Conference of Humanities would be

held on campus September 20-21 and is free to UNCP faculty. Contact Liz Normandy for more information.

Tom Dooling noted that the Senate Web Site has been activated and encouraged Senators to find agendas and minutes on the Site. He noted that the November 6 meeting will not be in room 251 of the University Center due to a prior booking. He also welcomed any suggestions from Senators, particularly as it relates to procedural errors he may make during the early stages of his tenure as Faculty Senate Chair. He articulated that he has no particular philosophy or agenda for the Senate, other than he hopes to get issues resolved and business done efficiently and effectively. He also mentioned that the next meeting is October 2, 2002.

Adjournment:

The meeting was adjourned at 4:06 p.m.

Respectfully Submitted

Tom Dooling, Chair

Holden Hansen, Secretary

MEMORANDUM

TO: Faculty Senate

FROM: Linda E. Oxendine
Faculty Sponsor, Alpha Chi

DATE: September 10, 2002

RE: Alpha Chi Selection

According to the most recent (Fall 2002) printout of GPA rankings, the following persons are eligible for induction into Alpha Chi. We are allowed to induct the top 5% of the junior class and the top 10% of the senior class. Qualified students who have already been inducted are, of course, not mentioned. On the basis of these criteria, I recommend for your approval the induction of the persons listed on the attachment.

LEO/bjh

Students eligible for Induction to Alpha Chi for 2002

Aguirre, Amy Willette
Alford, Bradley
Allen, Tara Smith
Anliker, Rebecca S.
Autry, Autumn Tennille
Belis, Melissa Davis
Bennett, Eleisa Hunsucker
Blackmon, Rhonda Ann
Bullard, Karrye P.
Burney, Stefanie Bryan
Bynum, Shawna Nichelle
Caddell, Brenda Bauer
Canady, Katrina Cartrette
Cantrell, Tasha Anne
Carson, Brandi Lashue
Costa, Sharon Leigh
Crump, Amanda Lynn
Davis, Charla Michelle
Deese, Lashauna Renee
Dempster, Troy Christopher
Dickens, Jill L.
Dooling, Trisha Eileen Suiter
Dupree, Kathryn Ann
El Chehabi, Jeri Vanessa
Forester, Katherine Earley
Freeman, Sandy Wilson
Galloway, Diana Maria Voss
Gates, Alan Jeffrey
Gobin, Tamera K.
Gore, Elizabeth A.
Greene, Julia Angelyn Bales
Hales, Sharon Carver
Hardgraves, Retha Meares
Harlan, Audra Welles
Holloway, Julie Elizabeth
Hooks, Nancy O.
Hunt, Sherry Ann
Jackson, Annette M.
Johnson, Shelia Michelle
Kay, Chrystal Sunshine
Kissam, Christie McGirt
Krebs, Kimberly Zembry
Kuhay, Vadim
Lapolice-Murphy, Becky
Leviner, Karen Brady

Locklear, Alice
Longstreet, Cemeron Lavar
Manjiny, Andalle
Massengill, April Marie
Mattocks, Tonya Monteil
McCormic, Mari Newton
Mechta, Cynthia S.
Migele, Florence Akinyi
Nance, Patsy Gale
Nance, Tina Barnhill
Nichols, Elizabeth Dawn
Nicholson, Mindy Rae
Oxendine, Cynthia Locklear
Pearson, Anita Allison
Phillips, Shiela Lee Truax
Pier, Bruce Duane
Polk, Tammy Outlaw
Price, Jimmy Dale
Privette, Dora S.
Ransom, Tabatha A.
Rising, Leroy
Robelot, Jr. John Cortes
Rosman, Laura Keele
Sado, Koji
Shifflette, Donna Marie
Smith, Regina P.
Stanbro, Tracey Dawson
Stanley, Leanne Janene
Story, Gretchen Meredith
Stubbs, Cheryl Gwen
Thompson, Cynthia
Underwood, Mike Timothy
Walters, James Everett, Jr.
Webb, Pat Crouch
Wilson, Julia Marie
Wright, Ila Lee Felton
Young, Brian Lee
Zimmer, April Lynn
McCall, Carrie Lee
McLaughlin, Douglas
Patterson, Bonita Francis
Rice, Rebecca A.
Scott, Ross Matthew
Vukcevic, Andrea
Wilson, Debbie F.