**Faculty Governance Committee**

**March 26, 2019, 3:30 p.m.**

**233 University Center**

*Committee Charge: “The Committee on Faculty Governance shall review and interpret the Faculty Constitution, the By-laws of the Faculty Senate, and rules of order for the conduct of Senate business. Changes in any of these areas that are approved by this committee will be brought, by the Committee Chair, directly to the Senate for its action.”*

**Agenda**

Members: Cherry Beasley (vice chair), Sherry Edwards, Scott Hicks (chair), Renee Lamphere, Ottis Murray, Frankie Denise Powell (secretary), June Power, Mabel Rivera, Michael Spivey

1. Call to Order
2. Approval of the Minutes (Appendix A)
3. Approval of the Agenda
4. New Business
5. Continuing Business (Appendix B)
   1. Election of Faculty Assembly Delegates and Alternates
   2. Term Length of Faculty Senate Chair
   3. Establishment of Committee for Oversight of the Faculty Handbook
6. Announcements
7. For the Good of the Order
8. Adjournment

**Faculty Governance Committee**

**Minutes: October 23, 2018, 3:30PM**

**University Center Room 233**

**Members Present**: Cherry Beasley (vice chair), Scott Hicks (chair), Renee Lamphere, Ottis Murray, Frankie Denise Powell (secretary), June Power, Mabel Rivera, Mike Spivey, and Sally Vallabha

**Guests:** Beth Holder

Minutes submitted by

Frankie Denise Powell, Ph.D.

Jan. 22, 2019

Appendix B

Faculty Constitution, Art. VI, Sect. 3. There shall be four ~~three~~ Operations Committees:

A. The Committee on Committees and Elections shall consist of three Senators appointed by the Senate Chair. The Chair of the Committee shall be appointed by the Senate Chair. The Committee shall conduct elections for Divisional and At-Large Senators, members of the Promotion and Tenure Committee, the Faculty Awards Committee, the Faculty Grievance Committee, the Faculty Hearing Committee, and Delegates and Alternates to the UNC Faculty Assembly. All elections administered by the Committee on Committees and Elections will be conducted by anonymous balloting. The Committee shall nominate all members of Faculty Senate Subcommittees, the Faculty Governance Committee, the non-Senate faculty members on the Academic Information Technology Committee, and the Student Affairs and Campus Life Committee, and one member of the Student Publications Board. The Committee shall select four nominees for the position of Faculty Conciliator for Undergraduate Grade Appeals.

B. The Executive Committee shall consist of the Chair of the Senate, who shall serve as its Chair; the Secretary of the Senate; the Chairs of the four major Standing Committees as provided for in Article VI, Section 4 of this Constitution; and the Chair of the Committee on Committees and Elections. This committee shall prepare a Senate Agenda and publish it to the General Faculty five days prior to each regular meeting. The Agenda for regular meetings of the General Faculty shall be determined by the Senate Executive Committee consisting of the Chancellor and the Executive Committee of the Faculty Senate. ~~The committee shall also assist in the annual publication of the Faculty Handbook.~~ 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.

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C. The Committee on Faculty Governance shall consist of not more than nine members, a majority of whom must be Senators or former Senators. They are to be nominated by the Committee on Committees and Elections and confirmed by the Senate.

D. The Committee for Oversight of the Faculty Handbook shall consist of seven members: the Chair of the Faculty Evaluation Review Subcommittee, who serves in an *ex officio* capacity, and one member elected from each Division of the General Faculty in General Faculty-wide elections conducted by the Committee on Committees & Elections. Any member of the General Faculty with tenure and the rank of Associate or Full Professor are eligible for election. Membership is for three-year staggered terms, and the chair and secretary of the Committee shall be appointed by the Faculty Senate Chair from its Divisional membership.

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 alterations to the Faculty Handbook to the Faculty Senate, with subsequent action undertaken at the pleasure of the Faculty Senate.

Bylaws, Art. IV, Sect. 1: The Duties of the Faculty Senate Chair shall include:

1. Attend the Board of Trustee Meetings when invited.

2. Communicate or meet with the Chancellor and Provost monthly regarding Senate activities.

3. Chair the Executive Committee of the Senate, which meets at least one week prior to each Senate meeting to set the Senate agenda.

4. Email the Senate and the General Faculty with Senate meeting announcements and agendas.

5. Arrange and moderate three General Faculty meetings per year (start and end of the fall semester, and end of the spring semester) and at each of these meetings give a report of recent Senate activities.

6. Reserve rooms for Senate meetings, General Faculty meetings, Executive Committee meetings, and Campus Appeal Board meetings.

7. Attend at least one Faculty Assembly meeting per academic year (optional).

8. Appoint all members and Chairs of the Standing Committees: Academic Affairs, Faculty and Institutional Affairs Committee, Student Affairs and Campus Life Committee, Academic Information Technology Committee, and the Committee on Committees and Elections. Each Senator must serve on one of these five.

9. Appoint faculty to the Student Grievance Panel for one-year terms.

10. Forward each year four faculty names to the Director of Student Life, one of which will be chosen by the Student Government Association to serve as Faculty Conciliator.

11. Serve as Chair of the Campus Appeal Board.

12. Deliver comments at Convocation in the Fall Semester.

13. Deliver greetings and comments at fall and Spring Commencements.

14. Deliver comments at the Spring Faculty Appreciation Dinner.

15. Select when requested a designee from the General Faculty to serve on special committees formed by the administration.

16. Conduct end-of-year faculty reviews of administration. The Chair and Executive Committee receive, and the Chair compiles, the faculty responses for delivery to the Chancellor.

~~17. Revise each summer the Faculty Handbook to reflect changes made during the academic year.~~

17. ~~18.~~ And other duties as needed or directed by the Senate.

Sect. 2: Executive Committee

~~D. The Executive Committee of the Faculty Senate shall proof-read the Faculty Handbook prior to publication.~~

D. ~~E.~~ 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.

Section 3. Committee on Committees and Elections

A. The Committee on Committees and Elections shall conduct elections to fill positions that will expire in August, excepting those for Alternate Delegate for the Faculty Assembly, which will occur during the regular spring election cycle […]

2. Starting in February, ballots will be distributed by email to elect:

a. Members of the Committee for Oversight of the Faculty Handbook, Promotion and Tenure Committee, divisional members of the Faculty Awards Committee, and the Delegate and then the Alternate to the UNC Faculty Assembly (See Article III of the UNCP Faculty Constitution and Article V, Section 5 and Article VII of the Bylaws of the Faculty Senate for nomination guidelines for these positions);