

The University of North Carolina at Pembroke
Faculty Senate Agenda
 Wednesday, September 6, 2017 at 3:30 p.m.
 213 Chavis University Center

Aaron Vandermeer, Chair
 June Power, Secretary

Members of the Senate:

To 2018	To 2019	To 2020
ART June Power	ART Aaron Vandermeer	ART Joseph Van Hassel
EDN David Oxendine	EDN Heather Dial Sellers	EDN Joe Sciulli
LET Richard Vela	LET Enrique Porrua	LET Abigail Mann
NSM Dennis McCracken	NSM Sally Vallabha	NSM Nathan Phillippi
SBS Xinyan Shi	SBS Mitu Ashraf	SBS Michael Spivey
At-Large Beverly Justice	At-Large Polina Chemishanova	At-Large Roger Guy
At-Large Cliff Mensah	At-Large Jose D'Arruda	At-Large Ottis Murray
At-Large David Young	At-Large John Parnell	At-Large Joe West
Chancellor Robin G. Cummings Provost and Vice Chancellor for Academic Affairs David Ward		

Order of Business

A. Roll Call

B. Approval of Minutes ([Appendix A](#))

C. Adoption of Agenda

D. Reports from Administration

1. Invited Report—Dajer Fernandez, Student Body President, SGA
2. Chancellor—Robin G. Cummings
3. Provost and Vice Chancellor for Academic Affairs—David Ward

E. Reports of Committees

1. Operations Committees
 - a. Executive Committee—Aaron Vandermeer
 1. Appointment of Learning Management Implementation Committee ([Appendix B](#))
 - b. Committee on Committees & Elections—Joey Van Hassel
 1. Proposal to appoint the following faculty members to committees:
 Curriculum Subcommittee: Tracy Cooper (SBS) to 2019

General Education Subcommittee: Charles Xiong (BUS/ECON) to
2018 and Bradley Fevrier (EDU/HPER) to 2019

- c. Committee on Faculty Governance—No Report
- 2. Standing Committees
 - a. Academic Affairs Committee—Richard Vela
 - b. Faculty & Institutional Affairs Committee— Joe Sciulli
 - c. Student Affairs & Campus Life Committee—Xinyan Shi

F. Faculty Assembly Report

G. Teacher Education Committee (Appendix C)

H. Graduate Council (Appendix D)

I. Other Committees

J. Unfinished Business

K. New Business

L. Announcements

M. Adjournment

Appendix A

The University of North Carolina at Pembroke
Faculty Senate Minutes
Wednesday, May 3, 2017
3:30 p.m., 213 Chavis University Center

Sara Simmons, Chair
Aaron Vandermeer, Secretary

Members of the Senate:

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

Members Present: Mitu Ashraf, Scott Billingsley, Jose D'Arruda, Heather Sellers, Tom Dooling, Scott Hicks, Beverly Justice, Jonathan Maisonpierre, Dennis McCracken, Cliff Mensah, David Nikkel, Enrique Porrua, June Power, Joe Sciulli, Xinyan Shi, Sara Simmons, Sally Vallabha, Aaron Vandermeer, David Young

Members Absent: Polina Chemishanova, Robin Cummings, Carol Higy, Brooke Kelly, Cynthia Miecznikowski, John Parnell, Jesse Peters

Guests: Irene Aiken, Jay Blauser, Al Bryant, Stephen Bukowy, Rebecca Bullard-Dillard, Melissa Edwards, Irina Falls, Richard Gay, Rita Hagevik, Holden Hansen, Gretchen Robinson, James Robinson, Brandon Tester

Order of Business

- A. Roll Call**—The meeting was called to order at 3:30PM.
- B. Approval of Minutes** (Appendix A in Agenda)
 1. April 5, 2017 – Regular meeting—The Minutes were approved as disseminated.
 2. April 12, 2017 – Called meeting—The Minutes were approved as disseminated.
- C. Adoption of Agenda**—The Agenda was approved as disseminated (rev)

D. Reports from Administration

1. Chancellor—Robin G. Cummings—No report
2. Interim Provost and Vice Chancellor for Academic Affairs—Scott Billingsley
Promotion and Tenure Policy: 2014 Faculty Senate approved changes to P&T and in September of that year the Board of Trustees (BOT) approved those policies. Implementation of the policy was put on hold due to the change in administration. The BOT has told Dr. Cummings they would like to see those changes implemented. There is some preparation needed, including the composition of disciplinary statements; faculty going up for tenure/promotion during the 2017-18 school year will use the previous (current) model; we need to get ready for implementation of the new policy in 2018-19. A recommended a deadline for the submission of disciplinary statements is December 2017. Dr. Billingsley spoke with the incoming Provost, David Ward, about this. Dr. Ward will make some decisions. BOT expects this to happen.*Dr. Billingsley takes responsibility for late changes to summer term teaching pay and apologizes for the timing. The changes were made due to an estimated \$50-70K in savings — UNCP needs to be conservative with uncertainties of enrollment for Fall 2017. We would like to return to the incentivized summer payment model if financially plausible. Faculty who wish not to teach can cancel their class(es).*There is a meeting with General Administration (GA) about system institutions selecting an “Area of Distinction.” There has been confusion about what these will be used for. Dr. Billingsley submitted a draft report to GA. Dr. Cummings is concerned about this. The other piece of it is that each campus is required to take nine metrics from the UNC Strategic plan and prioritize them. We must have five in one category (top priorities), then three, then one. *The Faculty Awards dinner was well-attended — thanks for coming out!

Motion (McCracken): Move FIAC recommendation forward in the agenda.

Approved: 17-0-0

[Originally in FIAC Report 2b] Recommendation that the new Provost call a meeting by July 1 of the chairs of the Faculty Senate, Faculty & Institutional Affairs Committee, and Faculty Evaluation Review Subcommittee for the purpose of resolving issues of promotion and tenure policy. (Approved 11-0-0)

Approved: 17-0-0

E. Reports of Committees

1. Operations Committees
 - a. Executive Committee—Sara Simmons
The Executive Committee is Reviewing responses to the Faculty Evaluation of Administrators. *The Faculty Appreciation Banquet was a delightful evening — the Faculty Awards Committee did a lot of hard work. Dr. Zoe Locklear was awarded the Order of Long Leaf Pine. *Thank you to Senators rotating off next year: Tom Dooling, Scott Hicks, Brooke Kelly, Jon Maisonpierre, Cynthia Miecznikowski, David Nikkel, Jesse Peters, and Sara Simmons. Senators joining next year include Nathan Phillipi, Ottis Murray, Michael

Spivey, Joseph Van Hasse Joe West, Abigail Mann, and Richard Vela. *CIO Nancy Crouch will be an invited guest speaker at the GenFac meeting. Dr. Simmons will present certificates to retiring faculty. She will ask senators and other faculty who have served this year on committees to stand and be recognized. *Dr. Simmons announced her intent to reactivate the Retired Faculty Club as an enjoyable and substantial means of engagement with the university.

- b. Committee on Committees & Elections—Tom Dooling
 - 1) Proposal to accept nominations to committees and subcommittees, effective AY 2017-2018 (Appendix B in Agenda)
Approved 17-0-0
 - c. Committee on Faculty Governance—Jesse Peters—No Report
2. Standing Committees
- a. Academic Affairs Committee—Jonathan Maisonpierre
 - 1) Proposals from the Curriculum Subcommittee (*Curriculog* link: <https://uncp.curriculog.com/agenda:28/form>)
 - (i) Proposal from the Bachelor of Interdisciplinary Studies Program:
 - (a) Program Proposal: Revise title and requirements for B.I.S. in Applied Management Technology (Applied Management Information Systems (Approved 8-0-0) **Approved 17-0-0**
 - (ii) Proposal from the Department of English, Theatre, and Foreign Languages:
 - (a) Program Proposal: Revise program title and requirements for B.A. in English, Theatre Arts (Approved 8-0-0) **Approved 17-0-0**
 - (iii) Proposal from the Department of Department of Accounting and Finance:
 - (a) Program Proposal: Revise requirements for requirements for B.S. in Business Administration, Finance Track (Approved 8-0-0) **Approved 17-0-0**
 - (iv) Proposal from the Department of Economics and Decision Sciences:
 - (a) Program Proposal: Create new concentration in Business Analytics for Master of Business Administration program (Approved 8-0-0) **Approved 17-0-0**
 - (v) Proposals from the Department of Educational Specialties:
 - (a) Program Proposal: Revise requirements for B.S. in Special Education to delete content area tracks and reduce overall credit hours (Approved 8-0-0)
 - (b) Program Proposal: Revise requirements for B.S. in Birth-Kindergarten Education to reduce overall credit hours (Approved 8-0-0)**Approved 17-0-0** (items from (v) taken together)
 - (vi) Proposals from the Department of Mathematics and Computer Science

- (a) Program Proposal: Eliminate the B.S. in Mathematics Education (9-12) with a 9-12 Licensure concentration in the B.S. in Mathematics; replace with Mathematics B.S., Secondary Education Emphasis (9-12) (Approved 8-0-0)
- (b) Program Proposal: Eliminate the B.S. in Mathematics Education (Middle Grades) with a Middle Grades Licensure concentration in the B.S. in Mathematics; replace with Mathematics B.S., Middle Grades Math Emphasis (6-9) (Approved 8-0-0)

Approved 17-0-0 (items from (vi) taken together)

- (vii) Proposals from the Department of Music
 - (a) Program Proposal: Revise Academic Concentration in Music, Instrumental Orientation (Approved 8-0-0)
 - (b) Program Proposal: Revise Academic Concentration in Music, Keyboard Orientation (Approved 8-0-0)
 - (c) Program Proposal: Revise Academic Concentration in Music, Vocal Orientation (Approved 8-0-0)
- Approved 17-0-0** (items a,b,c taken together)
- (d) Program Proposal: Create a new B.M. in Music that encompasses the B.M. in Musical Theatre and B.M. in Music Education and eliminate the separate B.M. in Musical Theatre and B.M. in Music Education degrees (Approved 8-0-0) **Approved 17-0-0**
- 2) Proposal from the Academic Affairs Committee:
 - (i) Required Syllabus Policies and Student Resources URL Proposal (Approved 8-0-0) (Appendix C in Agenda)

Approved 17-0-0

b. Faculty & Institutional Affairs Committee— Jesse Peters

- 1) Recommendation that the new provost call a meeting by July 1 of the chairs of the Faculty Senate, Faculty & Institutional Affairs Committee, and Faculty Evaluation Review Subcommittee for the purpose of resolving issues of promotion and tenure policy. (Approved 11-0-0) (Appendix D in Agenda) [moved up in Agenda by motion and vote]
- 2) Request from Sustainability Council for support of an electric vehicle (EV) permit system (Approved 11-0-0) (Appendix E in Agenda)

Approved 17-0-0

c. Student Affairs & Campus Life Committee—Brooke Kelly

Beverly Justice reporting: SAACL is continuing to discuss the activity period, having completed staff and student surveys. Staff: n=124, 74% very or somewhat favorable (preferred morning at 64%); Students: n=176 (very low), 77% favorable (students preferred afternoon), commuting students very favorable for activity period. There were many interesting comments. SAACL will work with AAC as we continue.

F. Faculty Assembly Report (Appendix F in Agenda)

G. Teacher Education Committee Report (Appendix G in Agenda)

H. Graduate Council Report (Appendix H in Agenda)

I. Other Committee Reports

1. Report from Faculty Research Advisory Board (Appendix I in Agenda)

J. Unfinished Business

K. New Business

L. Announcements

- M. Adjournment**—The meeting adjourned at 4:48PM.

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Appendix B

MEMORANDUM

TO: Roger Guy (chair), Larry Arnold, Melissa Mann, Olivia Oxendine, June Power, Jesse Rouse, Michael Baker, Ray Buehne, Debbie Bullard, Nancy Crouch, Terry Locklear
FROM: Dr. Aaron Vandermeer, Faculty Senate Chair
DATE: August 30, 2017
RE: Appointment to Learning Management Implementation Committee

This memorandum serves as official notification of your appointment to the Learning Management Implementation Committee. The charge to the committee is as follows:

The UNCP Learning Management System (LMS) is a tool central to instruction and vital for students and faculty. As UNCP forges its path in the immediate and long-term future, decisions regarding the LMS and related tools will have far reaching impact on our ability to support innovations in instruction. While the accountability for these decisions rests with the Division of Information Technology (DoIT) they are best informed by faculty who are invested in ongoing innovation in teaching, learning and scholarship.

The LMS Implementation Committee will vet DoIT recommendations regarding topics including course disk quota and content retention policy and procedure. Committee members will inform the Canvas migration timeline and related communications. They will outline requirements for the campus's plagiarism tool and video needs to identify what functionality is needed at initial implementation and what is desired long term. The committee will serve a subject matter experts on faculty needs for the LMS and related tools, and recommend priorities for implementing features and functions of the LMS and related tools. The Committee will coordinate with DoIT and the Teaching and Learning Center to advocate for faculty professional development opportunities related to the use of our LMS and related tools. Additionally, the committee will make recommendations regarding the need for a standing committee to support ongoing needs related to the LMS and other academic tools.

The LMS Implementation Committee is formed as an ad hoc committee of the Faculty Senate and will report to the Faculty Senate. This committee will stand, effective immediately, and dissolve when implementation is complete (proj. Spring 2019).

Thank you for your willingness to serve on this very important committee!



Dr. Aaron Vandermeer, DM
Chair, General Faculty and Faculty Senate
The University of North Carolina at Pembroke
(910) 521-6310 — Moore Hall 118

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Appendix C



**Teacher Education Committee
Work Day Minutes
May 23, 2017
2:00 p.m., Regional Center**



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

TEC Members Present: A. Bryant, S. Cinnamon, M. Edwards, I. Falls, K. Ficklin, L. Fiorentino, V. Ford, K. Granger, N. Grant, M. Klinikowski, R. Ladd, C. Lara, A. McDonald, L. Mitchell, K. Pitchford, J. Rivera, M. Scott, H. Sellers, B. Winters

Guests:

1. **Call to Order:** The meeting was called to order at 2:06 p.m.
2. **Approval of the Minutes:** The April 12, 2017 minutes were approved as presented.
3. **Adoption of the Agenda:** approved as presented.
4. **Sharing Good News:** Dr. Kelly Ficklin and Dr. Karen Granger visited Belize with a six elementary education students. Students worked in the schools and provided Physical Education equipment for students at Isla Bonita. A positive learning experience regarding differences in education across cultures.
5. **Curriculum Proposals**
Spanish Education
 - a. Delete course SPN 2990
Approved as presented (seconded by Dr. Rivera)
6. **Report from the Office of University-School Partnerships** – Dr. Bryan Winters
 - a. No Report
7. **Report from the Office of Assessment** – Ms. Mary Klinikowski
 - a. Presentation made during retreat.
8. **Report from Teacher Recruitment and Retention** – Dr. Kelly Ficklin
 - a. Summer goal is to get new materials created for promoting TEP in conjunction with Jodi Phelps office.
9. **Report from edTPALS** – Dr. Kayonna Pitchford
 - a. Defers to action item on agenda recommendations from edTPALS
10. **Action Items**

- a. Teacher Education Admissions: Elementary Education had a missing student: Jasmine Smith. Dr. Cinnamon made a motion to accept the list with the addition of Jasmine Smith as presented by Dr. Mitchell. Dr. Ladd seconded. All in favor
- b. edTPALs:
 - (1) UG and MAT seminar or internship (some programs don't have seminar), the overall weight of edTPA completion is 25-40% of the course grade (Dr. Ladd moved and Dr. Mitchell seconded; all in favor)
 - (2) the local cut score for passing is 21, the official external score 35 (Dr. Scott made the motion and Dr. Fiorentino seconded, all in favor except 1 nay—Dr. Cinnamon)
- c. Policy Manual: Dr. Rivera presented the policy manual changes summary then reviewed the entire document page by page and edits are as below:
 - (1) Review wording throughout for “policies” and change to “regulations”. Policy Review subcommittee will consult with university officials to clarify this during AY2017-2018.
 - (2) Add to p. 29 Associate Dean role “Teacher Education Programs.”
 - (3) Make sure language is inclusive of SOE and TEP throughout.
 - (4) Edit: Chair of the TEC (add Teacher Education Committee and Conceptual Framework Subcommittee) language in first sentence.
 - (5) P. 30 add the word in quotations: MAT “Area” Directors.
 - (6) Add an “s” to needs (“regional need”) in the last sentence of the Director of Teacher Recruitment and Retention role description.
 - (7) Add Chair of HHP and remove “Director of Teacher Education” from Dean’s title on p.57.
 - (8) Delete references to TCWS in appendix chart and replace with edTPA, see p. 62.
 - (9) Recommended for adoption with edits by Dr. Rivera as chair of policy review committee, and seconded by Dr. Fiorentino. All in favor.
- d. Common Syllabus: Recommended for adoption by Conceptual Framework. Dr. Fiorentino recommended a graduate syllabus. Dr. Mitchell will notify if there is already an existing graduate template. Discussion that this is for only methods courses in TEP. Discussion about purpose of common syllabus. Dr. Cinnamon motioned, and Dr. Falls seconded, that for the 2017-2018 AY TEC adopt a common syllabus for ITP and ADV programs’ teacher education classes, with modifications as deemed necessary and appropriate by the course instructor. Motion carried, all in favor.

11. Announcements

- a. 2017-2018 Calendar of Events
- b. Program-specific Undergraduate Checklists and Graduate (MAT, MA, MAED) Handbooks updated by August 1, 2017
- c. Submit feedback for needed edits to the Undergraduate Teacher Education Program Handbook (draft version for adoption for AY17-18 located in TEC Blackboard site; submit updates to courtney.brayboy@uncp.edu)

Next meeting: Thursday, August 10 at 11:00 am in SOE room 202

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Appendix D

Faculty Senate Report **Graduate Council** **September 6, 2017**

Respectfully submitted by Dr. Irene Pittman Aiken, Dean

Below is a brief update on The Graduate School. Graduate Council's first meeting is September 18.

The Graduate School Fall 17 census data represents **14.4%** increase in newly enrolled students over last year (293 new graduate students compared to last year's 256). Overall enrollment is up over 2% compared to last year (771 compared to 754).

As of August 1, The Graduate School implemented a new application system that should be more user friendly. AdmissionsPro will also serve undergraduate admissions and offers a customer relationship management (CRM) tool previously unavailable to Graduate admissions.

The Graduate School worked diligently this summer with the MBA program and departments across campus (DE, Bursar, FA, Registrar) to offer a new Accelerated Online MBA program. Recruitment for the program will be facilitated by Academic Partners. The program comprises of seven-week courses and the degree may be earned in one year.

The New Graduate School Orientation was held August 16, likely setting a new attendance record. The event was held face-to-face in the UC Annex but included a WebEx streamed to those who attended virtually.

Graduate Council holds open meetings the third Monday (except January) at 3:00 pm in UC Annex 203. 2017-18 Meeting Dates:

September 18, 2017
October 16, 2017
November 20, 2017
January 22, 2018 (fourth Monday)
February 19, 2018
March 19, 2018
April 16, 2018

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