The University of North Carolina at Pembroke  
Faculty Senate Agenda  
Wednesday, September 7, 2016 at 3:30 p.m.  
213 Chavis University Center

Sara Simmons, Chair  
Aaron Vandermeer, Secretary

Members of the Senate:

<table>
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<tr>
<th>To 2017</th>
<th>To 2018</th>
<th>To 2019</th>
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<tr>
<td>ART Jonathan Maisonneur</td>
<td>ART June Power</td>
<td>ART Aaron Vandermeer</td>
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<td>EDN Joe Sciulli</td>
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<td>At-Large David Young</td>
<td>At-Large John Parnell</td>
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<tr>
<td>Chancellor</td>
<td>Provost and Vice Chancellor for Academic Affairs</td>
<td>Zoe Locklear</td>
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Order of Business

A. Roll Call  
B. Approval of Minutes (Appendix A)  
C. Adoption of Agenda  
D. Reports from Administration  
   1. Chancellor—Robin G. Cummings  
   2. Provost and Vice Chancellor for Academic Affairs—Zoe Locklear  
E. Reports of Committees  
   1. Operations Committees  
      a. Executive Committee—Sara Simmons  
         1. Invited presentation on the BraveBook initiative introduced at the Braves Kickoff on August 10  
         2. Appointment by the Executive Committee of Tom Dooling to serve as Chair pro tem of the Faculty Senate in the absence of the elected Chair  
         3. On August 16, 2016, the Executive Committee met with Chancellor Cummings and Provost Locklear for discussion about priorities for the year and about how strong shared governance can help UNCP to continue to move forward.  
         4. A schedule for submission of minutes and agendas is being shared with all chairs of Operations Committees and Standing
Committees for dissemination to all subcommittee chairs. It is our hope that this process will help us assure that all committee and subcommittee websites are kept updated and current over the coming academic year. (Appendix B)

b. Committee on Committees & Elections—Tom Dooling
   1. Proposal to appoint the following faculty members to fill vacancies: Emilia Bak (ARTS to 2018) to the Enrollment Management Subcommittee; Ottis Murray (SBS to 2017) and Mabel Rivera (EDUC to 2019) to the Committee on Faculty Governance; Monika Brown (LETT to 2017) to the Curriculum Subcommittee; Mary Ann Jacobs (LETT to 2017) to the Faculty Development and Welfare Subcommittee
   2. Proposal to appoint the following to the Faculty Grievance Advisory Committee: Scott Hicks, Former Senate Chair; Leah Fiorentino, Former Chair of the Hearing Committee; William Crandall, former Chair of the Grievance Committee

c. Committee on Faculty Governance—Jesse Peters

2. Standing Committees
   a. Academic Affairs Committee—Jonathan Maisonpierre
   b. Faculty & Institutional Affairs Committee—Jesse Peters
   c. Student Affairs & Campus Life Committee—Brooke Kelly

F. Faculty Assembly Report (Appendix C)
G. Teacher Education Committee (Appendix D)
H. Graduate Council
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 4, 2016 at 3:30 p.m.
213 Chavis University Center

Scott Hicks, Chair
Roger Guy, Secretary

Members of the Senate:

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<td>Roger Guy</td>
<td>At-Large Sara Simmons</td>
<td>At-Large David Young</td>
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Chancellor Robin Gary Cummings
Provost and Vice Chancellor for Academic Affairs Zoe Locklear

Members Present: Polina Chemishanova Jose D'Arruda, Tom Dooling, Roger Guy, Scott Hicks, Beverly Justice, Brooke Kelly, Zoe Locklear, Dennis McCracken, Cynthia Miecznikowski, David, Patricia Sellers, Joe Sciulli, Xinyan Shi, Sara Simmons, Aaron Vandermeer, David Young

Members Absent: Rick Crandall, Susan Edkins, Carol Higy, Jonathan Maisonpierre, Cliff Mensah, Jesse Peters, June Power.

Guests: Cherry Beasley, Scott Billingsley, Youngsuk Chae, Teagan Decker, Rebecca Bullard-Dillard, Jeff Frederick, Rita Hagevik, Abby Mann, Daren Nelson, Sara Oswald, Jaime Martinez, Connie Mullinix, Jesse Rouse, Rachel Smith, Melissa Schaub, Karen Stanley

Order of Business

A. Roll Call
B. Approval of Minutes - The Minutes were approved 16-0-0
C. Adoption of Agenda - The Agenda was adopted 16-0-0 with the revision that the report of the Faculty Research Advisory Board would follow the report from the Provost.

D. Reports from Administration
1. Chancellor—Robin Gary Cummings
Dr. Cummings thanked the Senate for their participation in the Chancellor’s Installation noting that the event was important for UNCP, the community, and region at large. He urged the Senators to attend the upcoming commencement ceremony, and stated that he was attempting to gain commitments from deans and administrators to attend both the undergraduate and graduate ceremonies in the future. He recognized the large number of volunteer hours given to the community by UNCP students. Students participated in over 13,000 hours of service learning and about 13,000 hours of co-curricular service, amounting to more than $700,000 worth of labor. Students engaged in service learning had an average GPA of 3.3. Students raised over $22,000 in their community efforts. He acknowledged the efforts of Christie Poteet, Director of the Office for Community and Civic Engagement as being instrumental in the increase of student participation in community involvement. Dr. Cummings concluded with a brief discussion of the initial state budget put forth by Governor McCrory, which included a projected 3 percent salary bonus for state employees.

2. Provost and Vice Chancellor for Academic Affairs—Zoe Locklear
Dr. Locklear acknowledged and thanked the Senate for their close and productive working relationship with the administration during the past year. She thanked all faculty who participated in the most recent National Council for Accreditation of Teacher Education (NCATE) visit noting that there was extraordinary faculty support. She thanked Dr. Karen Stanley, Interim Dean of the School of Education, for leading the efforts in this recent and successful NCATE reaccreditation.

3. Faculty Research Advisory Board (See Appendix AE in Agenda)

E. Reports of Committees
1. Operations Committees
   a. Executive Committee—Scott Hicks
      Dr. Hicks reported that the Executive Committee is reviewing responses to the Faculty Evaluation of Administrators and is preparing a report for Chancellor Cummings and is pleased that this year’s response rate is approximately 10 percent higher than last year’s. He thanked the strong faculty turnout at the April 8 installation ceremony.
      1. Resolution on the N.C. “Guaranteed” Admissions Program - Motion Passed 16-0-0
      2. Resolution on N.C. House Bill 2 and UNCP Student Senate Resolution 10 - Motion Passed 16-0-0

   b. Committee on Committees & Elections—Aaron Vandermeer
      1. Proposal to accept nominations to committees and
subcommittees, effective AY 2016-2017  
Motion Passed 16-0-0

2. Proposal to revise election of UNCP delegates to the UNC Faculty Assembly - Motion Passed 16-0-0

3. Proposal to revise membership of the Subcommittee on Academic Support Services - Motion Passed 16-0-0

4. Proposal to revise Committees & Elections procedures to stipulate protections of anonymity and confidentiality in voting and balloting - Motion Passed 16-0-0

c. Committee on Faculty Governance—Jesse Peters - No Report.

2. Standing Committees

a. Academic Affairs Committee—Jose D’Arruda
1. Proposal to describe distribution of diplomas upon commencement (Academic Affairs Committee, 8-0-0)  
Motion Passed 16-0-0

2. Proposal to require a form in order to assign a grade of Incomplete (Academic Affairs Committee, 8-0-0)  
Motion Passed 16-0-0

3. Proposal to revise the Curriculum Development and Revision Process (Academic Affairs Committee, unknown)  
Motion Passed 16-0-0

4. Proposal to create three-phased registration calendar (Academic Affairs Committee, 8-0-0)  
Motion Passed 16-0-0

5. Proposal from the Department of Chemistry & Physics to create 3+2 dual degree programs in Applied Physics, with Electrical Engineering and Mechanical Engineering, in partnership with N.C. State University (Academic Affairs Committee, 8-0-0)  
Motion Passed 16-0-0

6. Proposal from the Department of English, Theatre & Foreign Languages to revise the Minor in English by adding additional elective options (Academic Affairs Committee, 8-0-0)  
Motion Passed 16-0-0

7. Proposals from the Department of Geology & Geography  
a. To create an interdisciplinary Minor in Sustainability (Academic Affairs Committee, 8-0-0)
b. To create an undergraduate certificate in Geospatial Technologies (Academic Affairs Committee, 8-0-0)

Motion Passed 15-0-0

8. Proposals from the Department of Health & Human Performance
   a. To revise the B.S. in Athletic Training to incorporate new departmental core courses, to delete courses that have been phased out, and to maintain correct credit hours (Academic Affairs Committee, 8-0-0)

Motion Passed 15-0-0

b. To revise the B.S. in Exercise & Sport Science by amending core course requirements, amending the Health Promotion and Exercise Physiology tracks, deleting the Recreation and Sport Management tracks, and creating a Recreation & Sport Administration track (Academic Affairs, 8-0-0)

Motion Passed 15-0-0

c. To revise the B.S. in Health & Physical Education by incorporating new departmental core courses (Academic Affairs Committee, 8-0-0)

Motion Passed 15-0-0

d. To create a Minor in Sport Leadership (Academic Affairs Committee, 8-0-0)

Motion Passed 15-0-0

e. To delete Minors in Athletic Coaching and Physical Education and the professional concentration in Human Performance (Academic Affairs Committee, 8-0-0)

Motion Passed 15-0-0

9.¹ Proposals from the Department of History
   a. To revise the B.A. in History by adding elective options in distribution areas (Academic Affairs Committee, 8-0-0)

Motion Passed 15-0-0

¹ Senate Proposals 9 - 13 taken together to preserve a quorum.
b. To revise the B.A. in History with Social Studies Education by reducing to 126 the total number of hours to degree (Academic Affairs Committee, 8-0-0)
   **Motion Passed 15-0-0**

c. To revise the B.A. in History, Social Studies Education, Middle Grades Concentration, and the B.S. in History, Social Studies Education, Secondary Concentration, by deleting CSC 4050 as a requirement (Academic Affairs Committee, 8-0-0)
   **Motion Passed 15-0-0**

10. Proposal from the Department of Music to revise the B.M. in Music, Keyboard Emphasis, by replacing completion of one semester of MUS 3351: Accompanying with one semester of MUSP: Private Improvisation (Academic Affairs Committee, 8-0-0)
    **Motion Passed 15-0-0**

11. Proposal from the Department of Nursing to revise the pre-licensure B.S.N. in Nursing and R.N./B.S.N. in Nursing Completion program by replacing completion of NUR 2000 with NUR 2020 as a requirement (Academic Affairs Committee, 8-0-0)
    **Motion Passed 15-0-0**

12. Proposal from the General Education Subcommittee to delist ART 2560: Web Design and HON 2510: Horizons in Math & Computer Science as General Education courses and to designate HON 2520: Mathematical Concepts & Applications as a General Education course (Academic Affairs Committee, 8-0-0)
    **Motion Passed 15-0-0**

13. Proposal from the QEP Committee to designate as Writing Enriched CRJ 4520/SOC4520: Women and Crime, GGY 4100: Land Use Planning, HON 2010: The Humanistic Tradition II: From Baroque to the Present, and HST 4420: History of Tudor and Stuart Britain (Academic Affairs Committee, 8-0-0)
    **Motion Passed 15-0-0**

b. Faculty & Institutional Affairs Committee—Sara Simmons
   Dr. Simmons thanked the Chairs of the subcommittees, Faculty Evaluation Review, Faculty Development and Welfare, and Health, Safety & Environment for their efforts during the past year. She also indicated that FIAC is discussing a more transparent process
regarding surveys administered on campus noting that surveys of faculty and staff should originate in the Office of Institutional Research when possible.

c. Student Affairs & Campus Life Committee—Brooke Kelly
Dr. Kelly thanked the faculty for completing the most recent survey on restoring the University Activity Period that was abolished under the previous chancellor.

F. Faculty Assembly Report (See Agenda, Appendix AB)
G. Teacher Education Committee (See Agenda, Appendix AC)
H. Graduate Council (See Agenda, Appendix AD)
I. Other Committees
   1. Faculty Research Advisory Board (See Agenda Appendix AE)
J. Unfinished Business - No Unfinished Business
K. New Business - No New Business
L. Announcements
   Dr. Sara Simmons is the incoming Senate Chair. She announced that she is arranging a Senate retreat and the General Faculty Meeting during the Braves Kickoff week (August 10 and 11) with a formal announcement forthcoming later in the summer.

M. Adjournment

Motion to Adjourn Passed 15-0-0

Meeting adjourned 4:47 p.m.

Respectfully Submitted,

Roger Guy, Secretary

Return to Agenda
TO: Chairs and Secretaries of Faculty Senate Committees & Subcommittees  
FROM: Sara Simmons, Faculty Senate Chair  
RE: Notification of Meetings and Distribution of Agendas and Minutes  
DATE: September 3, 2016

This memo outlines a process for the notification of Faculty Senate committee and subcommittee meetings and the distribution of agendas and minutes to the members of the General Faculty.

It is the responsibility of the chairs of committees and subcommittees to set agendas for the meetings of their committees and subcommittees and to email these agendas, including the minutes of the previous meeting pending approval, to the following individuals:

- Senate Chair Sara Simmons (sara.simmons@uncp.edu),
- Secretary Roger Guy (aaron.vandermeer@uncp.edu), and
- All ex officio members of the committee or subcommittee.

Notice of the agenda and minutes shall be due to the individuals listed above at least one week prior to the date of the meeting being noticed. For an agenda template, please see Appendix A, and for a list of deadlines, please see Appendix C.

It is the responsibility of the secretaries of committees and subcommittees to record the minutes of all meetings of their committees and subcommittees and to send these minutes to the chairs of their committees and subcommittees no later than three days following these meetings. It is also secretaries’ responsibility to send minutes once they are approved (with corrections, if applicable) to Secretary Aaron Vandermeer, within three days of the meeting at which they are approved. For a template for minutes, please see Appendix B, and for a list of deadlines, please see Appendix C.

It is my responsibility as Faculty Senate Chari to give notice to the General Faculty of all committee and subcommittee meetings, including agendas and minutes, approximately one week prior to these meetings using the faculty.announcements listserv. If I am unable to do so, Secretary Aaron Vandermeer will do so in my stead.

It is Secretary Aaron Vandermeer’s responsibility to post to the Senate’s website all committee and subcommittee agendas and minutes, the former in advance of the meetings to which they pertain and the latter following their approval by the committee or subcommittee.

In sending and receiving files, please use .docx format for all documents.

Please see Appendix C for an overview of relevant deadlines.
Please contact me if you have any questions or concerns, and thank you for the critical and vital role you play in shared governance at UNCP.
Appendix A: Agenda Template

Committee Name
Date, Time
Location

AGENDA

Membership:
Firstname Lastname, ARTS (to 2016)
Firstname Lastname, EDUC (to 2017)
Firstname Lastname, LETT (to 2016)
Firstname Lastname, NS&M (to 2017)
Firstname Lastname, S&BS (to 2016)
Firstname Lastname, Title (ex officio)
(identify chair and secretary)

I. Call to Order
II. Approval of Minutes
III. Adoption of Agenda
IV. Report from the Chair
V. Reports from Administrators
VI. Reports from Subcommittees (if applicable)
VII. Old Business
VIII. New Business
IX. Announcements
X. Adjournment
Appendix B: Minutes Template

Committee Name
Meeting Minutes
Date
Location

Members present: [Note: include role within committee, such as chair, and title for those serving as ex-officio members. This information can be entered on the template and then moved to the "Absent" section below if the member did not attend.]

Members absent:

Also attending were:

Recording Secretary:

I. Call to Order

The meeting was called to order by Chair [name] at [time].

II. Approval of Minutes of [month & date], 201_, Meeting

The minutes of the [month & date], 201_, meeting of the [name] [Committee/Subcommittee] were approved.

III. Adoption of Agenda

Approved without additions or corrections [or whatever the situation might be].

IV. Report from the Chair

Chair [name] reported ...

V. Reports from Administrators [if applicable]

[name], [title] reported ...

[name], [title] reported ...

[name], [title] reported ...

VI. Reports from Subcommittees [if applicable]

[name], [title] reported ...
VII. Old Business

[As necessary, summary of the motion, followed by a tally as to its disposition]

VIII. New Business

[As necessary, a summary of the motion, followed by a tally as to its disposition]

IX. Announcements

The next meeting will be held in [location] at [time] on [month] [date], 201_.

X. Adjournment

The meeting was adjourned at [time].

Respectfully submitted by:
[Name]
Recording Secretary
Appendix C: Relevant Deadlines
[Note: Dates highlighted were adjusted for holidays, fall break, spring break]

Academic Affairs Committee
3rd Wednesday of each month – UC 233
Jonathan Maisonpierre, Chair
Cynthia Miecznikowski, Secretary

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Curriculum Committee
1st Thursday of each month – UC 251
Jaime Martinez, Chair
Joseph Van Hassel, Secretary

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Enrollment Management Subcommittee
2nd Wednesday of each month – UC 233
Robin Snead, Chair
Rachel Smith, Secretary

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Subcommittee on Academic Support Services
2nd Tuesday of each month – UC 233
Robert Arndt, Chair
______________, Secretary

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Committee on Committees & Elections  
Tom Dooling, Chair  
___________________, Secretary

*This committee meets as needed.*

Committee on Faculty Governance  
3rd Tuesday of each month – UC 233  
Jesse Peters, Chair  
___________________, Secretary

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Faculty & Institutional Affairs Committee  
4th Tuesday of each month – UC 213  
Jesse Peters, Chair  
David Young, Secretary

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Faculty Evaluation Review Subcommittee  
1st Tuesday of each month – 103 Sampson  
Libby Denny, Chair
Shenika Jones, Secretary

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Health, Safety & Environment Subcommittee
1st Monday of each month – UC 233
Jessica Abbott, Chair
Misty Stone, Secretary

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Subcommittee on Faculty Development & Welfare
2nd Thursday of each month – UC 233
Bill Brandon, Chair
Robin Snead, Secretary

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April 13, 2017 | April 6, 2017 | April 16, 2017 | TBD

### Student Affairs & Campus Life Committee
3rd Monday of each month – UC 233
Brooke Kelly, Chair
___________________, Secretary

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### Student Publications Board
2nd Friday of each month – Location TBD
Sara Oswald, Chair
___________________, Secretary

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<td>April 7, 2017</td>
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### Faculty Research Advisory Board
4th Wednesday of each month – 2208 Oxendine
Rita Hagevick, Chair
Bishwa Koirala, Secretary

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Appendix C

Faculty Assembly Meeting Summary: September 02, 2016

In attendance: Sara Simmons, UNCP Senate Chair and Mario Paparozzi, UNCP Delegate

Gabriel Lugo from UNCW started his term as Chair of the Faculty Assembly (FA) at this meeting.

Gabriel Lugo stated that he sees his primary goals as Chair of the FA as protecting academic freedom and the process of shared governance.

After introducing himself, Gabriel introduced Steve Leonard, the past chair of the FA. Steve works at UNC-Chapel Hill.

Steve Leonard offered the following comments about the FA:

• The FA was established in 1971 by UNC President William Friday.
• He stated that the FA advises UNC Board of Governors and UNC President.
• The FA is an advisory body – its meetings are not open to the public.
• In 2014 the Daily Tar Heel (DTH) was denied a request to be present at FA meetings. The FA successfully resisted the DTH request to be present at FA meetings. The FA was able to prevail because its function is advisory and it does not make policy; the administrative code limits the role of the FA to an advisory role.
• He noted that achievements of FA over the years include creating language in the administrative code establishing faculty senates, assuring academic freedom, and having input into the past post tenure review process. The recent changes in the post tenure review process have been done unilaterally – without consideration of input from the FA. Steve and several others are clearly not happy about this.
• Issues of concern to the FA in recent years have been as follows: demographic and partisan restructuring of BOG; academic success metrics; system level mismanagement; and others.

Vision for UNC: President Spellings

• With regard to the state legislature, she sees the fundamental issue as the need to develop strong and trusting relationships with legislators for the purpose of having the UNC system create solutions to problems perceived by legislators.
• She is optimistic about being able to constructively have input into the legislative process.
• It is important to remember that legislators were elected to represent the people who elected them. Faculty need to be mindful of that fact. As well, care must be taken to
minimize the perception that the UNC system is often opposing legislative agendas. Searching for common ground and ways to help legislators accomplish their objectives, while serving the needs of students and faculty, will help to forge good working relationships with elected officials.

- It is important to remember that all politics is local. All faculty members should constructively dialog with legislators. Sell what we do, and try to understand what objectives the legislator(s) is/are trying to achieve. Offer alternative paths to the objectives that take student and faculty needs into consideration.
- She encourages more faculty interaction with the BOG and GA.
- Current laws the impact the UNC system may need to be modified. In the upcoming legislative session, there will be efforts to seek adjustments where appropriate.
- UNC GA is in the initial stages of developing a strategic plan. President Spellings wants the plan to be streamlined and focused and most importantly to be based on faculty input.
- She would like to clarify what is meant by access, accountability, and affordability? What should the metrics be?
- Performance based funding is another area the UNC system will be taking a look at.
- Recruitment and retention are important ongoing issues. She will continue to work with the BOG and the legislature to assure that faculty pay increases are given appropriate priority in budget requests. Retention and recruitment should be a priority in the UNC system strategic plan.
- Many more people in this state need access to higher education. President Spellings is bullish on the notion of NC Promise.

Chairman of BOG – Louis Bissette

- BOG has a number of constituencies to balance. Among the most important constituencies are students and faculty.
- He wants the BOG to support the initiatives of President Spellings.
- It is important to get the legislature to the point where they will consult with the BOG before legislation is enacted. Long-term trusting relationships between the UNC system, faculty, and elected officials will help this process.
- He suggests that there is a need to find more and better ways for the BOG and faculty to interact. He would also like to see the BOG and the local boards of trustees interact much more.
- He would like to see a replenishment of funds for faculty retention.
- He would like to see increased allocation of state matching funds in order to get money that is already pledged to the UNC system by donors.
- He assures that the BOG will do its utmost to make NC Promise work well.

Academic Planning and Assessment - Kim Van Noort

- She works on academic planning and policy.
• Currently she is working on revising the new program planning process. She will be seeking faculty input.
• One question that she is responding to is as follows: Do we have best practices for evaluating ourselves?
• Her charge when she was hired was to create a division in which faculty affairs played a much larger part and to get the story about all that faculty do out to external environments.
• She wants to collect and provide transparent information to anyone who asks for it.
• She would like to expand authority to campuses about salary decisions.
• She desires the involvement of the faculty in the development of the new strategic plan is for the UNC system.

• Intent of the UNC system strategic plan is to provide a broad framework; each institution can then develop strategies that make sense locally.
• A major component of the strategic plan will be student success.

Strategy and Policy/Planning - Andrew Kelly

• He wants to engage faculty and staff in strategic planning process.
• He would like to help institutions respond to changes driven by legislation (NCGAP, SB873; Lab schools).
• It is important to develop a policy agenda to proactively inform the legislature’s and UNC system policy interests.
• The strategic planning process has already started to be presented to the BOG. The process includes things like the following items: themes; timeline; operational model; feedback; and discussion.
• The themes include the following (2-3 goals will be developed under each theme):
  o Access (provide access to diverse students)
  o Affordability and efficiency (assure affordability)
  o Student success (increase degree attainment and ensure value and relevance to students)
  o Economic impact (contribute to state’s economy and job creation; (the FA believes this should include improvements in quality of life – economic impact is too narrowly defined)
  o Excellent and diverse institutions (help institutions achieve excellence within their individual missions)

• It is important to find out what are other states doing with regard to strategic planning and metrics for monitoring and measuring progress within the framework of the plan.

External Affairs, Kevin Howell – External Affairs

• Kevin is the primary legislative liaison for the UNC system.
• He is active in forging relationships with legislators and providing them with answers to their questions.
• Kevin is currently preparing for the next legislative session by clarifying UNC system initiatives, to the extent that is possible, and then by opening dialog with elected officials.

Note: A revised resolution was passed late in the day and that the revised resolution will be distributed as soon as it is received.

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Teacher Education Committee Meeting  
Minutes  
May 23, 2016

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


Guests: I. Aiken, G. Mauk

1. Call to Order - The meeting was called to order at 9:07am

2. New TEC Committee Structure - To create a flow chart that reflects the flow of things.

3. Guiding Questions for Program Review – Are they appropriate? Can they be applied to all program areas?

4. EdTPA Update from UNC-GA Meeting – edTPA a performance based assessment that provides evidence that teachers beginning their careers are prepared to teach. edTPA would replace the unit work sample. edTPA will be a licensure requirement. 3 sessions/ $100 per session.

5. Timeline – Implementation of Evidences and Rubrics –

6. Purpose and Use of Data – Program Improvement - Basic Ideas and Broad Concepts Slideshow Presentation

7. Reports from Subcommittees/Discussion  
   * Policy Review Committee

   Areas to investigate based on data: Current TEC Policy Handbook Potential subcommittee task/goals for 2016-2017: Revise any that are outdated, out of area placements, placement in schools previously attended Anticipated meeting dates/times for 2016-2017: Last week of each month (as needed) Suggested revisions to operating chart for this subcommittee: No revisions
• **Professional Development**

Areas to investigate based on data: Reconfigure committee for outreach
Potential subcommittee task/goals for 2016-2017: Request data from USP for committee outreach
Anticipated meeting dates/times for 2016-2017: Will meet last Wednesday of each month
Suggested revisions to operating chart for this subcommittee: Motion to change School Partnership will replace Professional Development. 21 voting members approved as presented.

• **Diversity, Retention, and Recruitment**

Areas to investigate based on data: We are uncertain about our responsibility in regard to question #1
Potential subcommittee task/goals for 2016-2017: Create, revise, and adopt a common rubric (and possibly assignment) to measure diversity unit wide.
Anticipated meeting dates/times for 2016-2017: Will meet the 4th Monday of each month (as needed) at 3:00pm in Dial 243.
Suggested revisions to operating chart for this subcommittee: Add data sources: internship placements, job placements, recruitment & hiring plans

• **Student Input**

Areas to investigate based on data: student needs, student satisfaction, student concerns (TEP, course offering, course rotation)
Potential subcommittee task/goals for 2016-2017: implement & disseminate as needed student input form, solicit student feedback each semester (use Blog to notify), provide recommendations for change or next steps.
Anticipated meeting dates/times for 2016-2017: Sept 7, Oct 19, Nov 16, Jan 18, Mar 15, & Apr 19
Suggested revisions to operating chart for this subcommittee: change membership composition, change purposes.

• **Professional Development**

Areas to investigate based on data: tech support, recruit committee members
Potential subcommittee task/goals for 2016-2017: collect data
Anticipated meeting dates/times for 2016-2017: Will meet last Wednesday of month
Suggested revisions to operating chart for this subcommittee: digital competencies

• **Hearing Appeals Board**

  Areas to investigate based on data: Due process procedure for UG
  Potential subcommittee task/goals for 2016-2017:
  Anticipated meeting dates/times for 2016-2017: Will meet based on student need
  Suggested revisions to operating chart for this subcommittee: Hearing appeals for graduate (besides education) refer to Graduate School.

• **Long Range Planning**

  Areas to investigate based on data: revision to assessment system
  Potential subcommittee task/goals for 2016-2017: must gather models and technology, field experience, diversity rubrics
  Anticipated meeting dates/times for 2016-2017: Will meet 3rd Wednesday of each month
  Suggested revisions to operating chart for this subcommittee: More professional development training on edTPA. Motion to require training for program coordinators and program directors with MAT in edTPA contingent upon funding if needed. 12 voting members, 2 nay approved as presented.

8. **Common Rubrics and Assignments** – Need 4 semesters worth of rubrics

9. **Adjournment** – The meeting was adjourned at 4:00 p.m.

*Minutes submitted by: Courtney S. Brayboy*

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