**The University of North Carolina at Pembroke**

**Faculty Senate Agenda**

Wednesday, November 7, 2018, at 3:30 p.m.

School of Education Building, Room 223

Mitu Ashraf, Chair

Joe West, Secretary

Members of the Senate:

|  |  |  |
| --- | --- | --- |
| **To 2019** | **To 2020** | **To 2021** |
| **ART** Aaron Vandermeer | **ART** Joseph Van Hassel | **ART** Brandon Sanderson |
| **EDN** Heather Dial Sellers | **EDN** Joe Sciulli | **EDN** David Oxendine |
| **LET** Robin Snead | **LET** Abigail Mann | **LET** Ginny Garnett |
| **NSM** Sally Vallabha | **NSM** Nathan Phillippi | **NSM** Conner Sandefur |
| **SBS** Mitu Ashraf | **SBS** Michael Spivey | **SBS** Jack Spillan |
| **At-Large** Polina Chemishanova | **At-Large** Melissa Schaub | **At-Large** Cherry Beasley |
| **At-Large** Renee Lamphere | **At-Large** Ottis Murray | **At-Large** Susan Edkins |
| **At-Large** John Parnell | **At-Large** Joe West | **At-Large** David Young |
| **Chancellor** Robin G. Cummings  **Provost and Vice Chancellor for Academic Affairs** David Ward | | |

**Order of Business**

1. **Roll Call**
2. **Approval of Minutes:** (Appendix A). No changes to the minutes; approved as presented
3. **Adoption of Agenda** Approved as presented.
4. **Reports from Administration**
   1. Chancellor—Robin G. Cummings
      1. Provost presenting for the Chancellor
      2. Spelling’s resignation. May have in part been to Western Carolina’s failed Chancellor’s search. Some BOG friction.
      3. BOG evaluating budgets
         1. Legislature allocating funding for hurricane relief
         2. UNCP will receive a “healthy” allocation, including student relief and repairs to campus.
         3. System office will present enrollment growth funding; UNCP will receive some of these funds. These will be used to add faculty lines (6, non-tenure track) as well as equipment purchases, among other projects.
      4. Chancellor Cummings will be making significant funding requests of the legislature.
      5. System Office has requested funding for the CHS.
      6. Application numbers: previous year; 1938 applications for the fall. As of last week 5,498 applications.
      7. All faculty need to get the word out that applicants should submit their applications as soon as possible.
      8. Applications may not be accepted after May first.
      9. MOUs signed with other institutions of higher learning across the state.
      10. AVC for office of global engagement interviewing. Four strong candidates.
      11. There was extensive discussion regarding service and research expectations for non-tenure track faculty. This discussion was precipitated by the fact that the new instructional lines to be created will be non-tenure track lines.
      12. Dr. Ward questions whether or not non-tenure track lines should teach a 4-4 load the same as tenure track lines. He was surprised that here at UNCP, non-tenure track lines teach the same load as tenure track lines (at least at the undergraduate level).
   2. Provost and Vice Chancellor for Academic Affairs—David Ward
      1. See above.
5. **Reports from Committees**
   1. Operations Committees
      1. Executive Committee—Mitu Ashraf
         1. Faculty Assembly topics. If interested, see your Faculty Assembly representative.
         2. Salary Compression
         3. Create a banner highlighting the dangers of concussion for football players.
         4. Raising course caps – Dean Frederick has not raised course caps from 25 to 30. In some online sections, course caps in the college of arts and sciences are as high as 50 (Abby).
      2. Committee on Committees and Elections—Joey Van Hassel
         1. Replacement of faculty senate members. Passed unanimously.
         2. Presentation of newly elected faculty senate members for the College of Health Sciences.
         3. Teaching schedule changes.
      3. Committee on Faculty Governance—Scott Hicks
         1. No new materials.
   2. Standing Committees
      1. Academic Affairs Committee—Abigail Mann
         1. MGT - 5211 - Transportation and Logistics Management (For informational purposes only. Senate vote not required.)
         2. MGT - 5212 - Procurement and Global Sourcing (For informational purposes only. Senate vote not required.)
         3. Next year, there will be multiple proposals that require Faculty Senate vote.
      2. Faculty and Institutional Affairs Committee—Ottis Murray
         1. FERS working on electronic portfolios
            1. PEC deadlines under review; faculty handbook not being followed
            2. Post tenure review
         2. FDW has an office hours proposal
         3. Health Safety and Environment; locking classroom doors from the inside.
         4. FIAC examining a faculty budget committee. A number of UNC institutions have faculty budget committees. Is the number 2 or 12?
      3. Student Affairs and Campus Life Committee—Renee Lamphere
         1. University rankings regarding free speech. (<https://www.thefire.org/schools/university-of-north-carolina-pembroke/>)
         2. Conciliator process (various changes discussed that will be presented to SACL this month).
         3. Writing in rental textbooks.
         4. Last lecture series – Revive it?
      4. Academic Information Technology Committee—Aaron Vandermeer
         1. No official business… but:
         2. Looking into new training material for faculty to assist them in online education.
         3. Third party LTI for Canvas.
         4. Beta features in Canvas
         5. Eduroam
6. **UNC Faculty Assembly Report** (Appendix B)
   1. Faculty Assembly Executive Summary, October 19, 2018 Meeting
   2. Policy on Awarding Undergraduate Credit (700.10.1)
   3. Examples and FAQs\_Policy on Awarding Undergraduate Credit
   4. Draft Policy on Free Speech and Free Expression\_UNC
   5. Faculty Assembly Free Speech Policy Resolution\_2018-2
   6. Faculty Assembly Free Speech Policy Resolution\_2018-2\_Markup
   7. House Bill 527\_Free Speech
   8. Summer Session Across the UNC System
   9. October 5, 2018 Draft (700.10.1R)
   10. Employee Assistance Program (EAP): Free and available to all UNCP employees.
7. **Teacher Education Committee** (Appendix C)
8. **Graduate Council** (Appendix D)
9. **Other Committees**
10. **Unfinished Business**
11. **New Business**
12. **For the Good of the Order**
    1. Presentation by Dr. Jim Bass and Ms. Tina Rodgers about Combined Campaign
    2. How do we “complete the loop” so to speak, with University College issues? Currently they report to various subcommittees, but there is no mechanism for returning information to them as it gets discussed in parent committees.
       1. Discussion ensued 🡨Couldn’t wait to write this for the first time.
    3. Curriculog manager position.
    4. With growth of our student population coming from NC Promise, do we want to push for tenure/tenure-track lines as opposed to lecturer lines? Dr. Ward is checking on retention rates of faculty hired as lecturers vs those hired as tenure/tenure-track. What are other issues that may be considered?
       1. Final decision about where these lines will be assigned has not been made (Dr. Ward).
       2. Mechanism to turn non-tenure track lines into tenure track lines (Dr. Vandermeer).
       3. Promotion opportunity within the non-tenure track lines. Senior Lecturer? (Dr. Ward).
       4. Beating a dead horse ensued 🡨
       5. Dr. Ward feels that the horse is not quite dead. Concerns about promoting a non-tenure track instructor to a tenure track line since it requires UNCP to replace the non-tenure track instructor.
       6. The horse appears to be on life support. Dr. Ashraf notes that tenure track positions are important from an institutional perspectives.
    5. Jack raised a classroom emergency situation where a student had a medical emergency in a classroom.
    6. Waitlisting – talk to Abby.
13. **Announcements**
    1. Multiple announcements.
14. **Adjournments**

Mitu Ashraf, Chair

Joe West, Secretary

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| **Chancellor** Robin G. Cummings  **Provost and Vice Chancellor for Academic Affairs** David Ward | | |

**Members Absent:** Robin G. Cummings, Heather Dial Sellers, David Oxendine, Conner Sandefur.

**Guests for this meeting include:** Elizabeth Normandy, Kirill Bumin, Angela McDonald, Richard Gay, Jennifer Twaddell, Melissa Buice, Jeffrey Warren, Lisa Mitchell

**Order of Business**

1. **Roll Call:** Meeting was called to order at 1530.
2. **Approval of Minutes:** Meeting minutes were approved with no changes. (Appendix A in agenda)
3. **Adoption of Agenda:** The agenda was adopted with no changes.
4. **Reports from Administration**
   1. Chancellor—Robin G. Cummings
      1. Chancellor was not in attendance due to schedule conflicts.
   2. Provost and Vice Chancellor for Academic Affairs—David Ward
      1. The Provost indicated that the Chancellor was in Raleigh fund raising.
      2. The Provost thanked Mitu for his work during Hurricane Florence.
      3. The Provost thanked all faculty for their work during Hurricane Florence.
      4. The academic semester changes precipitated by Hurricane Florence was designed to give faculty the maximum flexibility possible in making up the time lost.
      5. $11,275 in funding has been distributed to students from the student emergency fund. There are still funds available to be distributed.
      6. $183,000 was made available by the Department of Education for student aid. Students must be loan eligible to receive these funds.
      7. There is a faculty and staff emergency fund, but Provost Ward did not have balances available or distribution details from this fund.
      8. Annual increases will be merit based this year. These increases should be finalized this week.
5. **Reports from Committees**
   1. Operations Committees
      1. Executive Committee—Mitu Ashraf
         1. Thanks were extended to the Provost and the Chancellor.
         2. The Executive Committee is working on gender neutral faculty and student handbooks. Mitu requested that everyone present send him examples of pronouns that need to be changed in the faculty and/or student handbooks. Mitu also requested that any errors found in the faculty and student handbooks.
         3. Ad-hoc committees need volunteers. Joe will be discussing.
         4. Remember to reenroll in annual healthcare choices.
      2. Committee on Committees and Elections—Joey Van Hassel
         1. Changes in the Structure of the Faculty Senate Committees
            1. Proposed Structure (Appendix B in agenda)
            2. Rationale

Interim Dean of College of Health Sciences (Appendix C in agenda)

* + - * 1. Faculty Count by Division (Appendix D in agenda)
        2. Faculty Percentage by Division (Appendix E in agenda)
        3. Questions were fielded regarding the exact changes in the proposed structures.

Should these changes be coming from faculty governance? (Polina).

Aaron indicated that changes can come through CCE rather than the Faculty Governance Committee.

Mitu explained that Appendix B is meant to provide additional information.

Appendix B is similar to Appendix C from the last Faculty Senate meeting.

These changes may not ultimately be final. They can be revisited at a later date. Staffing up committees for the College of Health Sciences is driving these changes.

Melissa Schaub is concerned that Education is less well represented under the changes outlined in Appendix B. Melissa questioned whether or not we should wait on making these changes until the Faculty Governance Committee can review the changes.

Aaron indicated that failure to adopt the changes in Appendix B would result in CHS not having representation for another full year.

The question of pushing elections until January 2019 arose. (Susan)

Potential options:

Delay elections until January?

Kick this proposal to Faculty Governance?

Approve as-is?

Create an ad-hoc committee to study this?

Add language to the proposal to ensure that this issue is examined prior to the end of this year?

A motion was made to approve the changes as presented. Vote: **16/4/0**. The motion carries.

* + 1. Committee on Faculty Governance—Ottis Murray
       1. No Report
  1. Standing Committees
     1. Academic Affairs Committee—Abigail Mann
        1. Academic Affairs did not hold a meeting.
        2. Encourage Department Chairs to respond to the General Education Committee survey.
     2. Faculty and Institutional Affairs Committee—Ottis Murray
        1. No meeting was held.
        2. Office policy issue was passed to FDW
        3. FERS is evaluating disciplinary statements and librarian evaluation.
     3. Student Affairs and Campus Life Committee—Renee Lamphere
        1. SACL did not meet.
        2. Faculty Assembly free speech ad-hoc committee. SACL will be evaluating UNCP’s “Yellow Light” rating, which is better than our previous “Red Light” rating, but not our desired “Green Light” rating.
        3. Provost Ward indicated that Joshua Malcolm is looking into this issue.
     4. Academic Information Technology Committee—Aaron Vandermeer
        1. No AITC meeting.
        2. Task Stream LTI
        3. Faculty training program for online instruction

1. **UNC Faculty Assembly Report** (Appendix F in agenda)
   1. Executive Committee will be distributing an executive summary within 48 hours of their meeting.
   2. The Faculty Assembly agreed to submit a recommendation on faculty members being involved in a Chancellor search. This was sent to President Spellings office and her comments have been received and are being evaluated.
2. **Teacher Education Committee** (Appendix G in agenda)
   1. No questions for Lisa Mitchell
3. **Graduate Council** – Irene Aiken
   1. Kirill Bumin – The graduate school has experienced unprecedented growth.
4. **Other Committees** 
   1. Senate Archives Ad-hoc Committee—Scott Hicks – The Committee will reconvene on October 09, 2018. The main item on the agenda will be the protocol for archiving.
   2. Faculty Conciliator Revision Ad-hoc Committee—Carole Graham – The Committee met on September 10, 2018. (Appendix H in agenda)
5. **Unfinished Business**
   1. None
6. **New Business**
   1. None
7. **For the Good of the Order**
   1. Creation of a Faculty Budget Committee
      1. Rationale,
      2. Structure (Operations Committee vs. Standing Committee)
      3. Two institutions have Budget Committees
      4. There was an administration budget committee under Chancellor Carter.
   2. Adding Interpersonal Violence Statement in the Class Syllabus (Appendix J in agenda)
      1. Increase student awareness about interpersonal violence.

A motion was made to extend the length of our meeting by 5 minutes. This motion was passed **19/1/0**.

* 1. UNCP Faculty Senate is one of the few Senates in the UNC system that does not have student governance and staff governance.
  2. Ad-Hoc Committees:
     1. American Indian Studies Committee

Vote to extend for 5 minutes passed **16/4/0**

* + 1. Change teaching schedule from MWF to MF or WF. The Provost indicates that this will not pass since both the Provost and Chancellor do not support “A four day work week”.

1. **Announcements**
2. **Adjournments**