

**Faculty Governance Committee**  
**Aug. 27, 2019, 3:30 p.m.**  
**Location TBD**

*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, to 2020), Sherry Edwards (to 2021), Rebecca Gonzalez (to 2022) Scott Hicks (chair, to 2020), Reneè Lamphere (to 2020), Ottis Murray (to 2020), Frankie Denise Powell (secretary, to 2022), June Power (to 2021), and Aaron Vandermeer (to 2022)

- I. Call to Order
- II. Approval of the Minutes (Appendix A)
- III. Approval of the Agenda
- IV. Election of Chair, Vice Chair, and Secretary
- V. Unfinished Business (Appendix B)
  - a. Term Length of the Chair of the Faculty Senate and General Faculty
  - b. Increase in the Length of Terms of Faculty Senators
  - c. Creation of the Offices of Chair- and Secretary-elect
  - d. Election of Faculty Assembly Delegates and Alternates
- VI. New Business
  - a. The Charge and Membership of the Subcommittee on Academic Support Services (Appendix C)
- VII. Announcements
- VIII. For the Good of the Order
- IX. Adjournment

## Appendix A

### **Faculty Governance Committee April 23, 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."*

### **Minutes**

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

Guests: Melissa Schaub and Robin Snead

- I. Call to Order
- II. Approval of the March 2019 Minutes
  - a. The minutes were approved, 8-0-0
- III. Adoption of the Agenda
  - a. The agenda was adopted as prepared, 8-0-0.
- IV. New Business
  - a. No New Business
- V. Continuing Business
  - a. Discussion of increase in the length of terms of faculty senators. Motion to extend terms of senators to four years. 3-2-3, motion carries.
  - b. Motion to extend length of senate secretary term to two years. Motion carries 8-0-0
  - c. Motion to extend length of senate chair terms to two years. Motion carries 8-0-0
  - d. Creation of the offices of chair-elect and secretary-elect. Discussed the pros and cons of these positions. Motion to create the offices of chair-elect and secretary-elect, motion carries 8-0-0
  - e. Chair, Chair-elect, Secretary, and secretary-elect would vacate their seat and serve as ex-officio members. Motion carries 8-0-0.
  - f. Election of faculty assembly delegates and alternates.
    - i. Motion to revise duties of senate chair so that they serve as a delegate to the UNC Faculty Assembly. Motion carries 7-0-1
- VI. Announcements – None
- VII. For the Good of the Order
- VIII. Adjournment
  - a. Meeting adjourned at 4:24pm

Respectfully submitted,  
Reneè Lamphere, for Frankie Denise Powell

## Appendix B

Please consult the file emailed in conjunction with this document.

## Appendix C

Sociology  
Criminal Justice  
F. Division of Health Sciences  
Counseling  
Health and Human Performance  
Nursing  
Social Work

### ARTICLE VI FUNCTION AND SCOPE OF STANDING COMMITTEES, SUBCOMMITTEES, CONTINUING COMMITTEES AND OTHER COMMITTEES

The four Standing Committees will be:

Academic Affairs  
Student Affairs and Campus Life  
Faculty and Institutional Affairs.  
Academic Information Technology Committee

Although the Standing Committee memberships are reconstituted each Academic year, the subcommittee memberships will be for two-year, staggered terms allowing for continuity of activity.

#### Section 1. Academic Affairs Committee

A. The Academic Affairs Committee shall consider the following matters: all matters relating to curriculum; policies and standards relating to the admission and retention of students; and recommendations concerning learning resource materials and services. Specifically regarding Senate vote on curriculum matters, the Chair of the Academic Affairs Committee is immediately to present to the Registrar all information pertaining to each individual course which is necessary for the computer data bank. In anticipation of this, the required course description presented to the Subcommittee on Curriculum should be the exact catalog wording desired by the department. The Committee shall regularly inform the Senate of its actions and recommendations.

B. The Academic Affairs Committee will be composed of twelve voting members:  
1. Seven Senators,  
2. The Provost and Vice Chancellor for Academic Affairs,  
3. The four Chairs of Subcommittees of the Academic Affairs Committee.

C. The Committee shall have four subcommittees:  
1. The Subcommittee on Curriculum shall examine all proposals and policies relating to curriculum. This subcommittee is responsible for sending to the Academic Affairs Committee all information pertaining to each individual course which is necessary for the computer data bank. The Curriculum Committee shall make recommendations to the Academic Affairs Committee on their adoption based upon policies disseminated in the Faculty Handbook , Section II, Chapter 5 on Faculty Participation in Academic Policy and Curriculum Development.  
2. The function of the Enrollment Management Subcommittee shall be to consider policies and standards related to admissions and recruitment, financial aid, retention, advising, graduation, and related areas. The Subcommittee shall also be charged with receiving expressions of concern or interest regarding any of the areas listed above from faculty, staff, administration, or students. The Subcommittee shall, as it deems necessary, make recommendations to the Academic Affairs Committee on these matters.  
3. The Subcommittee on Academic Support Services shall examine proposals and policies relating to the operations and development of the Library, the Academic Support Center, and the University Writing Center and shall make appropriate

recommendations/proposals to the Academic Affairs Committee. The Subcommittee shall receive reports from the above offices on user surveys they conduct.

4. The General Education Subcommittee shall review, assess, and revise the General Education curriculum and its goals, objectives, and learning outcomes; oversee the administration of General Education; and consider other matters referred to it. The Subcommittee shall submit all matters of policy and proposals of curriculum pertaining to the General Education Program and all curriculum proposals directly to the Academic Affairs Committee for its consideration.

## Section 2. Faculty and Institutional Affairs Committee

A. The Faculty and Institutional Affairs Committee will consider the following matters: all matters relating to faculty, economic aspects of matters of concern to the Senate and its other committees; recommendations in areas of University business affairs as they affect educational policies, and of long-range projections and planning for the total development of the University; issues of environmental concern for the campus community including those related to health and sustainability.

B. The Faculty and Institutional Affairs Committee will be composed of thirteen voting members:

1. Seven Senators,
2. The Vice Chancellor for Finance and Administration,
3. The Vice Chancellor for Advancement,
4. Associate Vice Chancellor for Academic Affairs,
5. Chair of the Faculty Development and Welfare Subcommittee,
6. Chair of the Faculty Evaluation Review Subcommittee.
7. Chair of the Health, Safety and Environment Subcommittee

C. The Committee shall have three subcommittees:

1. The Subcommittee on Faculty Development and Welfare shall examine all proposals and policies relating to faculty, and shall, as necessary, make recommendations to the Faculty and Institutional Affairs Committee on such matters. Among the areas of concern of the Faculty Development and Welfare Subcommittee will be the following: Faculty development, evaluation, and criteria governing appointment and retention procedures; salary scale, leaves of absence, sabbaticals, fringe benefits, resignations, recognition of retirees, grievances, and collegiality. The Subcommittee also administers the James F. Hubbard Faculty Leave Fund.
2. The Faculty Evaluation Review Subcommittee shall review the Faculty Evaluation Model regularly and strive to clarify the existing document. The subcommittee shall make recommendations to the Faculty and Institutional Affairs Committee regarding any changes in the written document and shall respond to all requests for alteration of the document or its underlying philosophy.
3. The Health, Safety, and Environment Subcommittee will discuss and investigate issues related to the health concerns of students, staff and faculty due to environmental conditions on campus in addition to issues related to environmental sustainability. Members of the Faculty, Staff or Student body may attend and make known concerns they have related to health, safety and environment issues. The committee may meet more often when needed to investigate specific issues that may arise.

## Section 3. Student Affairs and Campus Life Committee

- A. The Student Affairs and Campus Life Committee shall consider matters related to student affairs, student life, and intercollegiate athletics and make recommendations in such matters as they affect educational policies, curricula, and student development and wellbeing.
- B. The Student Affairs and Campus Life Committee will consist of twelve voting members:
  - 1. Three Senators, one of whom will be selected by the Chair of the Senate to represent this committee on the Executive Committee,
  - 2. The Vice Chancellor for Student Affairs,
  - 3. Three additional faculty members,
  - 4. The President of the Student Government Association,
  - 5. Two students to be selected by the Director of the Office of Student Involvement and Leadership,
  - 6. The Chair of the Student Publications Board, and
  - 7. The Faculty Athletic Representative
- C. The Committee shall be responsible for one Board:
  - 1. The Student Publications Board will meet at least twice each semester; meeting dates and times for each academic year will be determined early in each Fall semester by a consensus of the members of the Board. The Board will serve as the selection committee for the newspaper editor, the yearbook editor, and the literary magazine editor; it will be responsible for approving the application process, interviewing applicants, selecting editors, and hearing charges that could lead to the dismissal of editors. The Board will serve as the arbitrator in the event that censorship pressures arise and will develop other roles which the Board deems proper, in accordance with the guidelines and policies set forth in the Student Publications Manual. The Board will not, however, attempt to provide active oversight of the day-to-day workings of student publications.

Section 4. Academic Information Technology Committee

- A. The Academic Information Technology Committee is a standing committee of the Faculty Senate. The committee represents Faculty interests in all matters relating to Information Technology and acts as the service owner for technology services and Information Technology Policy where the primary focus is on pedagogy, faculty research, and service. The committee will make recommendations to the Faculty Senate regarding the implementation, governance, or changes to these technology services. The Committee will recommend and engage in faculty centered activities to adopt key academic technologies. The Committee will also advise the CIO and the Senate on new technology initiatives and will evaluate and make recommendations concerning academic computing and information policies, standards, and procedures proposed or implemented by DoIT.
- B. The Academic Information Technology Committee will consist of fourteen voting members:
  - 1. Two Senators, one of whom will serve as chair as appointed by the Senate chair,
  - 2. Six additional faculty members, one from each division,
  - 3. The Chief Information Officer,
  - 4. An Instructional Designer,
  - 5. The Director of Online Learning
  - 6. A Representative of the Library, as appointed by the Dean of Library Services
  - 7. A Representative of the Accessibility Resource Center,
  - 8. One SGA Senator, as appointed by the SGA President.

Section 5. The Composition of Subcommittees and Boards

The Subcommittees and Boards shall be composed as follows, with each member having one vote:

A. Academic Affairs Committee

1. The Subcommittee on Curriculum:
  - Two Representatives from each Division,
  - One Representative from the Office for Academic Affairs,
  - Registrar,
  - SGA Secretary,
  - SGA Senator.
2. The Enrollment Management Subcommittee
  - One faculty member from each division, one of whom shall Chair the subcommittee,
  - Associate Vice Chancellor for Enrollment,
  - Director of the Center for Student Success,
  - One SGA representative.
3. The Subcommittee on Academic Support Services:
  - One Representative from each Division, one of whom shall Chair the subcommittee,
  - Dean of Library Services,
  - Director of the Center for Student Success,
  - Director of the Accessibility Resource Center,
  - Director of the Writing Center,
  - One at-large faculty member from a department not already represented
  - One Graduate Student,
  - One SGA Senator.
4. The General Education Subcommittee
  - One faculty member representing each of the following General Education areas (one of whom will Chair the subcommittee):
  - Arts,
  - Business/Economics,
  - Health and Human Performance,
  - Humanities,
  - Natural Science/Mathematics,
  - Social Sciences,
  - The Associate Vice Chancellor for Student Success and Dean of the University College.
  - The Student Government Association Academic Affairs Chair

Each of the faculty representatives will serve a two-year term, three beginning on even numbered years and three on odd numbered years. Selection will be by appointment by the Committee on Committees and Elections as with other subcommittees.

B. Faculty and Institutional Affairs Committee

1. The Subcommittee on Faculty Development and Welfare:
  - One representative from each Division,
  - The Director of Human Resources.
  - The Director of the Teaching and Learning Center
2. The Faculty Evaluation Review Subcommittee
  - The subcommittee shall consist of seven members. Each division will be represented on the subcommittee, and there will be one at-large member. At least two of the faculty appointed each year must be tenured. The At-Large member must come from a department not already represented.