

**The University of North Carolina at Pembroke
Faculty Senate Agenda**

Wednesday, September 2, 2020 at 3:30 p.m.

<https://uncp.webex.com/meet/abigail.mann>

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Abigail Mann, Chair
Mark Tollefsen, Secretary

Members of the Senate:

To 2021	To 2022	To 2023
ART Mark Tollefsen	ART Laura Hess	ART Nathan Thomas
CHS Shenika Jones	CHS Tamara Savage	CHS Cindy Locklear
EDN David Oxendine	EDN Gretchen Robinson	EDN Camille Goins
LETT Wendy Miller	LETT Robin Snead	LETT Abigail Mann
NSM Benjamin Killian	NSM Bill Brandon	NSM Maria Pereira
SBS Jack Spillan	SBS Victor Bahhouth	SBS Joe West
At-Large Cherry Beasley	At-Large Tim Altman	At-Large Renee Lamphere
At-Large Susan Edkins		At-Large Melissa Schaub
At-Large David Young		
Chancellor Robin G. Cummings Interim Provost and Vice Chancellor for Academic Affairs Zoe Locklear		

Members Present: Victor Bahhouth, Cherry Beasley, Bill Brandon, Robin Cummings, Susan Edkins, Camille Goins, Laura Hess, Shenika Jones, Benjamin Killian, Renee Lamphere, Zoe Locklear, Abigail Mann, Wendy Miller, David Oxendine, Maria Pereira (3:58), Gretchen Robinson, Tamara Savage, Melissa Schaub, Robin Snead, Jack Spillan, Nathan Thomas, Mark Tollefsen, Joe West, David Young

Members Absent: Tim Altman (excused), Cindy Locklear

Guests: Gaye Acikdilli (Business), Irene Aiken (Graduate School), Nick Arena (Business), Tina Barr (Social Work), Scott Billingsley (Academic Affairs), Juan Bobadilla (Foreign Languages), Royal Bryant (Campus Safety), Kirill Bumin (Graduate School), Joshua Busman (Honors College), Tabitha Cain (Assistant to Chancellor), Nicolette Campos (Employee Relations),

Courtney Carroll (Biology), Polina Chemishanova (English), Roger Cross (Technical Services), Teagan Decker (Honors College), Katherine DeFiglio (Music), Thomas Dooling (Chemistry and Physics), Irina Falls (Education), Martin Farley (Geology), Michele Fazio (English), Leah Fiorentino (Kinesiology), Loury Floyd (Education), Richard Gay (CAS), Carole Graham (Political Science), Jocelyn Graham (Assistant to Chancellor), Jane Haladay (AIS), Julie Harrison-Swartz (Nursing), Alyssa Hernandez (Pine Needle), Beth Holder (University College), Mordechai Inbari (Religion), Kelvin Jacobs (General Counsel), Mary Jacobs (AIS), Jennifer Jones-Locklear (Nursing), Autumn Lauzon (English), Jamie Litty (Mass Communication), Lawrence Locklear (Student Inclusion and Diversity), Art Malloy (Student Affairs), Ashley McMillan (Liaison to Chancellor), Lisa Mitchell (Education), Jamie Mize (AIS), Crystal Moore (SHS), Elizabeth Normandy (Academic Affairs), Derek Oxendine (Interdisciplinary Studies), Jodi Phelps (University Communications), June Power (Library), Amy Purser (Nursing), Joe Sciulli (Education), Heather Sellers (Education), Todd Telemeco (Health Sciences), Aaron Vandermeer (Music), Jennifer Wells (Nursing), Bryan Winters (Kinesiology), Summer Woodside (Social Work)

Order of Business

I. Roll Call

Motion to vote on the two minutes collectively - approved by acclamation

II. Approval of Minutes: (Appendix A, Appendix B) – approved by acclamation

Motion to move New Business (VII.a) ahead of Reports from the Administration (IV.)
- approved by acclamation

III. Adoption of Agenda – approved by acclamation

IV. Reports from Administration

a. Chancellor—Robin G. Cummings

- abbreviated his comments today but invited everyone to the Town Hall on September 3
- thanks to all for their hard work and for making it this far in the semester
- congratulations to all for the recruiting efforts (especially to Irene Aiken for the high numbers of graduate students)
 - transfer numbers are higher
 - freshmen numbers are somewhat lower, but this is common across the state
- COVID updates
 - frequency of dashboard updates (gone from twice a week to three times/week. Possibly to every week day in the near future)
 - there are some positive signs. Sunday (August 30) was the first day since August 3 that there were no tests conducted. There has been a decrease in testing demand this week
 - there is little evidence of virus transmission from the classroom

- students are beginning to respond to the guidance related to social activities
- generous gift enabled 711 extra tests on August 26-27 and the positivity rate was 4.36%
- the Governor has changed the state's phase to 2.5 (UNCP is considering whether to adopt these guidelines at the university. For example, whether to increase the gathering sizes to 25 (inside) and 50 (outside))
- Questions:
 - Is the University still working on metrics as to when to go fully online? The data suggests that this need is unlikely, but the administration is discussing contingency plans

b. Interim Provost and Vice Chancellor for Academic Affairs—Zoe Locklear

- appreciates the faculty's efforts to provide solutions to our challenges
- more than 100 faculty have participated in professional development activities, particularly related to online instruction
- 125 temporary workplace accommodation requests were all honored. Requests for spring workplace accommodations will begin soon. Certain categories will continue to receive automatic approval
- 28 new faculty across the university
- 4 new department chairs
- 2 new deans, 1 new interim dean and 1 new interim associate dean
- thank you to all faculty involved in recruiting
- successfully converted many courses online (60% of courses are still either face-to-face or hybrid)
- spring scheduling will begin shortly. Some of the trials of the fall semester are no longer a concern because, for example, we already know room occupancy levels
- 4-week winter term (all online) being considered
- SACS visit was rescheduled to September
- CACREP will occur in November

V. Reports of Committees

1. Operations Committees

a. Executive Committee—Abigail Mann

a. Follow Up on Information Requests

- There is some concern about UNCP's contact tracing based on the quarantine and isolation numbers, especially when compared to the number of active cases
- Question: What was the committee's purpose for sharing its information request with the rest of the faculty? The committee thought that its concerns and the chancellor's responses were important from an informational standpoint

b. Questions about Rates of Student Attendance

- concern about students not coming to class and how this becomes a student success issue and an equity issue
 - there is a hope that some numbers can be compiled to test this concern
 - encourage faculty to complete HAWK alerts for every absence (whether COVID-related or not)
- c. Academic Continuity Planning
- the faculty has been assured that they will be involved in the planning. The Office of Academic Affairs will request continuity plans from every faculty member shall the need arise
- d. Diversity Requirement
- the SGA requested a diversity requirement following the death of George Floyd. This is separate from the ICC proposal that resides in Academic Affairs at the moment. The executive committee does not wish for these to be in conflict with each other. Any revision to the ICC proposal is currently tabled so that its members can become familiar with the proposal. One possible path forward would be to combine a diversity requirement with a mandated ICC component.
 - Question: Would the impact of the ICC requirement be compromised by combining it with a general diversity requirement? Plans could be separated, and this will be considered
 - anyone who has interest or wants to comment on the ICC should attend the September 16 meeting of the Academic Affairs meeting, at which the ICC will be on the agenda
- e. Action Item. Proposal: In light of the fact that the faculty handbook does not require a faculty signature for undergraduate withdrawals, the Senate, while upholding the importance of following the catalog, recommended that the Office of Academic Affairs make the decision whether to override the catalog as to faculty signatures for withdrawals for Fall 2020.
- approved by acclamation
- b. Committee on Committees & Elections—Shenika Jones
- a. Action Item: Approve Committee/Subcommittee Appointments (Appendix C) - approved by acclamation
 - b. Informational: Appointments (Appendix C) - approved by acclamation
- c. Committee on Faculty Governance—Aaron Vandermeer
- top five objectives for the 2020-2021 Academic Year
 - look into apportionment of division reps on faculty senate
 - assess the authority to posit statements of institutional mission, vision, and values, as the prerogative of the faculty (department, college, faculty body)
 - explore the good, transparent, and collaborative relationship between administration and faculty
 - explore online committee meetings post-Covid
 - address general faculty quorum rules and electronic voting
 - elected Carla Rokes secretary

d. Committee on the Oversight of the Faculty Handbook—Tom Dooling

2. Standing Committees

1. Academic Affairs Committee—Robin Snead

1. Informational: Curriculum Matters

- Curriculog open since August 28
- faculty may still use Curriculog to submit curriculum proposals
- faculty uncomfortable with Curriculog can complete paper forms. Then Okoye Whittington would create the curriculum proposals in Curriculog
- Curriculog will close in early March (date TBD)
- proposals needing to go through TEC, the graduate committee, or the general education subcommittee must be submitted by late February (date TBD)
- Question to Senate: should a course format change be a major or minor revision?

2. Informational: Late Adds

- a small number of students added classes after the add date but before the census date. The committee understands the unique situation that this semester posed but does not wish for this to become a regular occurrence
- additionally, the Academic Affairs committee will look into the aforementioned action item concerning signatures on withdrawal forms

2. Faculty & Institutional Affairs Committee—Nathan Thomas

1. Informational: Faculty Enforcing Mask Policies in the Halls

- some concerns have been raised on the faculty Listserv, and the committee is considering possible recommendations

3. Student Affairs & Campus Life Committee—Tamara Savage

1. Informational: Student Name Change Policy

- the policy to input students' chosen names as opposed to birth names was passed by the Cabinet in late Summer 2020. However, DoIT stated that they were not prepared to make the necessary changes by the Fall 2020 semester. The issue will be raised again this semester by AITC.

4. Academic Information Technology Committee—Susan Edkins

1. Informational: Canvas A/B split

- faculty members would like for A/B hybrid rosters to be separated within Canvas

2. Informational: LTIs

- working to make the process clearer for faculty to request LTIs

3. Faculty Assembly (Appendix D)

- Renee Lamphere encouraged faculty to contact her so that she can more effectively represent UNCP as part of the faculty assembly.
- budget considerations will be the largest point of interest this year.

4. Teacher Education Committee
5. Graduate Council (Appendix E)
6. Other Committees
 1. Student Computing Initiative (Aaron Vandermeer)
 - working with the bookstore to improve students' access to affordable technology
 2. ("The Chairs of the Faculty Hearing Committee and the Faculty Grievance Committee will report to the Faculty Senate early in the fall semester on the number of cases heard during the previous academic year (and/or summer).")
 1. Faculty Hearing: 0
 2. Faculty Grievance: "had one case brought up but due to Covid and the parties wishing to meet in person, it was postponed until this academic year per the advice of University Counsel."

VI. Unfinished Business

VII. New Business

- a. Kelvin Jacobs, University Counsel: Introduction
 - re-address this issue due to greater requests for records and transparency
- b. Memo Re: NC "Open Meetings", "Public Bodies" and "Public Records" law (Appendix F)
 - Counsel Jacobs summarized the terms "Open Meetings," "Official Meetings (Regular, Special and Emergency)," "Public Bodies (including subcommittees but excluding Faculty Assembly and Staff Council)," and "Public Records" and covered the protocols and guidelines for each term
 - roll calls and votes may be conducted through a preliminary voice vote. If there are no "nays," a roll call of every individual is not necessary
 - provided guidance about posting meeting times
 - Questions: Yeas or Nays in chat? Using a poll? Counsel Jacobs will look into it and respond to the Senate at a later date
 - Question: Live-streaming the meeting? Counsel Jacobs will look into it
 - Question: Does the meeting announcement need to be physically posted? Counsel Jacobs will look into it
 - Question: Must the chat be transcribed and maintained? Counsel Jacobs will look into it
 - Question: Must all subcommittees be subject to the rules of a public body? Counsel Jacobs says that the subcommittees are public bodies
 - Question: If a subcommittee does not conduct official business (if its votes are not final until confirmed by Senate), would they technically be public bodies?
 - Question: Must the meetings be recorded? Counsel Jacobs said that minutes can take the place of a recording

VIII. For the Good of the Order

IX. Announcements

Motion to extend the meeting by 15 minutes - approved by acclamation
Motion to extend the meeting by 10 minutes - approved by acclamation

X. Adjournment at 5:25