

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

Wednesday, September 01, 2021 at 1530

<https://uncp.webex.com/meet/joe.west>

Members of the Senate:

<b>To 2022</b>	<b>To 2023</b>	<b>To 2024</b>
<b>ART</b> Eric Voecks <i>Academic Affairs</i>	<b>ART</b> Nathan Thomas <i>Faculty and Institutional Affairs</i>	<b>ART</b> Holden Hansen <i>Committee on Committees and Elections</i>
<b>CHS</b> Deborah Hummer <i>Academic Affairs</i>	<b>CHS</b> Cindy Locklear <i>Academic Affairs</i>	<b>CHS</b> Jennifer Wells <i>Faculty and Institutional Affairs</i>
<b>EDN</b> Gretchen Robinson <i>Academic Affairs</i>	<b>EDN</b> Camille Goins <i>Student Affairs and Campus Life</i>	<b>EDN</b> Gerald Neal <i>Student Affairs and Campus Life</i>
<b>LETT</b> Robin Snead <i>AA Chair and Senate Chair Pro-Tempore</i>	<b>LETT</b> Richard Vela <i>Faculty and Institutional Affairs</i>	<b>LETT</b> Peter Grimes <i>Academic Information and Technology</i>
<b>NSM (TBD)</b> <i>Faculty and Institutional Affairs</i>	<b>NSM</b> Maria Pereira <i>Faculty Senate Secretary</i>	<b>NSM</b> Roland Stout <i>Academic Information and Technology Chair</i>
<b>SBS</b> Victor Bahhouth <i>Faculty and Institutional Affairs</i>	<b>SBS</b> Joe West <i>Faculty Senate Chair</i>	<b>SBS</b> Porter Lillis <i>Faculty and Institutional Affairs</i>
<b>At-Large</b> Tim Altman <i>Student Affairs and Campus Life</i>	<b>At-Large</b> Renee Lamphere <i>Student Affairs and Campus Life Chair</i>	<b>At-Large</b> Tara Busch <i>Committee on Committees and Elections Chair</i>
<b>At-Large</b> Jennifer Jones-Locklear <i>Academic Affairs</i>	<b>At-Large</b> Melissa Schaub <i>Committee on Committees and Elections</i>	<b>At-Large</b> Kelly Charlton <i>Faculty and Institutional Affairs Chair</i>
<b>Chancellor</b> Robin G. Cummings <b>Interim Provost and Vice Chancellor for Academic Affairs</b> Zoe Locklear		

## Order of Business

- I. **Roll Call**
- II. **Approval of Minutes:** (Appendix A)
- III. **Adoption of Agenda**
- IV. **Reports from Administration**
  - a. Chancellor—Robin G. Cummings
    - i. Comments from the Chancellor
  - b. Interim Provost and Vice Chancellor for Academic Affairs—Zoe Locklear
    - i. New faculty hires
    - ii. Organizational changes
    - iii. Dean searches
    - iv. Provost search
- V. **Reports of Committees**
  - a. **Operations Committees**
    - i. Executive Committee – Dr. Joe West
      1. **Vote** to Approve Voice Recordings if Needed: Voice Recordings to assist Faculty Senate Secretary in taking accurate notes. Only the Faculty Senate Secretary would have access to the voice recordings and the recordings would be deleted after the meeting minutes are transcribed.
      2. **Vote** to Approve WebEx Video Recordings if Needed: Video with audio recordings to assist Faculty Senate Secretary in taking accurate notes. Only the Faculty Senate Secretary would have access to the voice recordings and the recordings would be deleted after the meeting minutes are transcribed.
      3. **Vote** to Approve Last Year’s Roll Call Voting Procedures: This vote will determine whether the 2021 Faculty Senate and all committees and subcommittees will be temporarily following the revised roll call voting procedures (Appendix B) used last year. If this vote fails, the Senate will operate under the guidelines in Appendix B for this meeting and then see guidance from General Counsel and Faculty Governance on how to move forward.
      4. **For Information:** The Chancellor and Provost have authorized a \$1,600 budget for the Faculty Research Advisory Board. This budget will be used to provide a \$200 stipend to faculty who present at the monthly (eight total) 2021-2022 UNCP Research Colloquium Series.
      5. **For Information:** The UNCP Faculty Senate Executive Committee is forming an ad hoc Student Evaluation of Instruction Committee to recommend changes to both our SEI process and the SEI instruments used for graduate and undergraduate classes. Currently, the SEI Committee consists of:
        - a. Gene Deese

- b. Natricia Drake
  - c. Secretary or member of FERS: Jessica Dupuis
  - d. ART: Melissa Buice
  - e. CHS: Theresa Schlosser
  - f. EDN: Beth Holder
  - g. LETT: TBD
  - h. NSM: Crystal Walline
  - i. SBS: Ottis Murray
6. **Vote** to change the faculty handbook language to reflect Faculty Senate increased incentives:
- a. **From:** (on page 30 of the 2021-2022 Faculty Handbook:)
    - i. The Chair of the Faculty Senate is entitled to a course load reduction (six hours per semester) while serving as Chair.
  - b. **To:**
    - i. The Chair of the Faculty Senate is entitled to a course load reduction (six hours per semester) and a \$4,000 per year stipend while serving as Chair. The Secretary of the Faculty Senate is entitled to a course load reduction (three hours per semester) and a \$1,500 per year stipend while serving as Secretary.
7. **Vote** to change the meeting day for the Budget Advisory Committee meeting time:
- a. **From:** (on page 30 of the 2021-2022 Faculty Handbook:)
    - i. BUDGET ADVISORY COMMITTEE  
The second Tuesday of each month
  - b. **To:**
    - i. BUDGET ADVISORY COMMITTEE  
The fourth Monday of each month
    - ii. Committee on Committees & Elections – Dr. Tara Busch
      - 1. Vote to approve reappointments since the last faculty meeting confirmation
      - 2. For Information: results of new elections
    - iii. Committee on Faculty Governance – Dr. Carla Rokes
      - 1. Comments from Dr. Vandermeer for Dr. Rokes
    - iv. Committee on the Oversight of the Faculty Handbook – Chair TBD
      - 1. No Report
- b. **Standing Committees**
- i. Academic Affairs Committee – Dr. Robin Snead
    - 1. Comments from Dr. Snead
  - ii. Faculty & Institutional Affairs Committee – Dr. Kelly Charlton
    - 1. No Report

- iii. Student Affairs & Campus Life Committee –Dr. Renee Lamphere
  - 1. No Report
- iv. Academic Information Technology Committee – Dr. Roland Stout
  - 1. No Report
- v. Budget Advisory Committee - Dr. Sherry Edwards
  - 1. No Report

- VI. Faculty Assembly Updates**
- VII. Graduate Council (Appendix C)**
- VIII. Other Committees**
- IX. Unfinished Business**
- X. New Business**
- XI. For the Good of the Order**
- XII. Announcements**
- XIII. Adjournment**

**Appendix A**

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

Wednesday, May 05, 2021 at 1530  
<https://uncp.webex.com/meet/joe.west>

**Members of the Senate:**

<b>To 2021</b>	<b>To 2022</b>	<b>To 2023</b>
<b>ART</b> Mark Tollefsen ( <b>Secretary</b> )	<b>ART</b> Laura Hess	<b>ART</b> Nathan Thomas
<b>CHS</b> Shenika Jones	<b>CHS</b> Deborah Hummer	<b>CHS</b> Cindy Locklear
<b>EDN</b> David Oxendine	<b>EDN</b> Gretchen Robinson	<b>EDN</b> Camille Goins
<b>LETT</b> Wendy Miller	<b>LETT</b> Robin Snead	<b>LETT</b> Richard Vela
<b>NSM</b> Benjamin Killian	<b>NSM</b> Bill Brandon	<b>NSM</b> Maria Pereira
<b>SBS</b> Jack Spillan	<b>SBS</b> Victor Bahhouth	<b>SBS</b> Joe West ( <b>Chair</b> )
<b>At-Large</b> Cherry Beasley	<b>At-Large</b> Tim Altman	<b>At-Large</b> Renee Lamphere
<b>At-Large</b> Mabel O. Rivera		<b>At-Large</b> Melissa Schaub
<b>At-Large</b> David Young		
<b>Chancellor</b> Robin G. Cummings <b>Interim Provost and Vice Chancellor for Academic Affairs</b> Zoe Locklear		

**Members Present:** Tim Altman, Victor Bahhouth, Cherry Beasley, Robin Cummings, Camille Goins, Laura Hess, Deborah Hummer, Benjamin Killian, Renee Lamphere, Cindy Locklear, Zoe Locklear, David Oxendine, Maria Pereira, Gretchen Robinson, Melissa Schaub, Robin Snead, Jack Spillan, Nathan Thomas, Mark Tollefsen, Richard Vela, Joe West, David Young

**Members Absent:** Bill Brandon, Shenika Jones, Wendy Miller, Mabel Rivera

**Guests:** Irene Aiken (Graduate School), Todd Allen (Student Success), Katina Blue (DoIT), Joshua Busman (Music), Tabitha Cain (Assistant to Chancellor), Polina Chemishanova (English), Teagan Decker (Honors College), Michele Fazio (English), Nancy Fields (Museum of the Southeast American Indian), Leah Fiorentino (Kinesiology), Loury Floyd (Education), Richard Gay (Arts and Sciences), Jocelyn Graham (Assistant to the Chancellor), Jane Haladay (AIS), Scott Hicks (English), Carla Jacobs (Chief Audit Officer), Mary Ann Jacobs (AIS), Sandy Jacobs (Community and Civic Engagement), Naomi Lifschitz-Grant (Art), Jamie Litty (Mass Communication), Connie Locklear, Lawrence Locklear (Student Inclusion and Diversity), Leslie Locklear (Teacher Education), Mary Beth Locklear (Office of Regional Initiatives), Lisa

Mitchell (Education), Crystal Moore (Student Health Services), Ottis Murray (Sociology), Elizabeth Normandy (Academic Affairs), Derek Oxendine (University College), Christina Poteet (Community and Civic Engagement), Carla Rokes (Art), Heather Sellers (Educational Leadership), Emily Sharum (Political Science), Rachel Smith (Chemistry), Virginia Teachey (Finance and Administration), Aaron Vandermeer (Music), Joseph Van Hassel (Music), Jennifer Wells (Nursing), Lois Williams (Enrollment Management)

## **Order of Business**

### **1) Roll Call**

**2) Approval of Minutes:** (Appendix A) – **approved by acclamation** (moved by Schaub, seconded by Young)

### **3) Adoption of Agenda – approved as amended by acclamation**

- motion to add an item to the FIAC report (moved by Pereira, seconded by Schaub) – **approved by acclamation**

### **4) Reports from Administration**

#### **a. Chancellor—Robin G. Cummings**

- graduation activities are already underway, making this an exciting time
- two-year plan to meet with all departments is almost complete. The chancellor's office will be in touch with chairs to set up additional meetings next year
- thirteen COVID-positive students are currently being followed. Congratulations and thanks to our students for being the key to our university's success responding to COVID
- President Hans' memo indicates that the system will not mandate vaccinations by faculty, staff and students for the Fall 2021 semester. The universities in the system have been successful making vaccines available. The primary driver, though, for not requiring vaccines is the fact that we are a public university and we are subject to legislation (no COVID vaccine mandates have passed into law). A secondary factor is that all of the vaccines currently offered are being used under emergency use authorization. Despite the system's vaccine stance, UNCP will strongly encourage and incentivize vaccinations
- May 13-17 is the next on-campus vaccine drive (open to the community as well)
- North Carolina is slowly and carefully re-opening
- the budget currently has some surplus (a significant improvement based on the dire predictions of billions in deficit). We are cautiously optimistic about the future. The next two-year budget is being debated in Raleigh, and UNCP representatives are actively involved
- the search for a new Provost will begin in the fall. The pandemic caused the search's delay: the desire for faculty involvement could not be met due to COVID. The Chancellor and Senate Chair will conduct a faculty survey to collect opinion about the candidate's desired qualities
- thrilled that live graduation ceremonies will take place. Thanks to Drs. Billingsley and Locklear

- the opening of the new School of Business is postponed due to supply delays and inclement weather. A new, tentative opening is September
  - West Hall will open by the end of May. Moving in will take place in June and July
  - the demolition of Wellons will be delayed
  - the construction of the A.S. Thomas Center in downtown Pembroke is continuing nicely
  - Question/Comment: do you have a sense that the planned 7.5% cost-of-living increase for all faculty will be approved in the new budget? There is no sense about a specific increase, but raises for faculty and staff are a priority
  - Question/Comment: will there be any internal candidates for the Provost position? To the chancellor's knowledge, no
- b. Interim Provost and Vice Chancellor for Academic Affairs—Zoe Locklear
- a. McKenzie-Elliott School of Nursing
  - b. In-person New Student Orientation
    - i. one of few universities conducting in-person orientations
    - ii. 18 orientations during the summer (12 freshmen, 6 transfer). The first transfer orientation will be May 15. To accommodate safe practices, only 100 students will be allowed (one guest per student) for each orientation
  - c. HEERF grants for housing, food, and books
    - i. 1,020 applications currently (815 living on campus). Money is still available in each category. Please promote these grants to students
  - d. In-person Commencement exercises (May 21-22)
    - i. GPAC will be used for overflow. Volunteers needed, especially this year, due to the complicated logistics of holding live graduations during a pandemic
  - e. New faculty lines
    - i. we created six new tenure-track lines to fill vacated positions. One year positions are still being approved. Faculty are needed to help with summer searches

## 5) Reports of Committees

### 1. Operations Committees

- a. Executive Committee – Dr. Joe West
  - i. Chancellor and Provost Authorized Faculty Senate Officer Incentive Increases
    - 1. Effective after I serve my final year as Faculty Senate Chair, the Chair stipend increases to \$4,000 per year in addition to a 2/2 course release
    - 2. Effective immediately, the Faculty Senate Secretary will receive a 1/1 course release in addition to a \$1,500 per year stipend
  - ii. Faculty Priorities/Issues Survey
  - iii. Promotion Salary Increases
  - iv. Faculty Research Advisory Board & Office Sponsored Research
  - v. Reminder: No Faculty Senate committee meetings after the final Faculty Senate meeting on May 5

- b. Committee on Committees & Elections – Dr. Shenika Jones
  - i. No Report
- c. Committee on Faculty Governance – Dr. Carla Rokes
  - i. No Report
- d. Committee on the Oversight of the Faculty Handbook – Dr. Thomas Dooling
  - i. No Report

## 2. Standing Committees

- a. Academic Affairs Committee – Dr. Robin Snead
  - i. Curriculum Items Requiring a vote:
    - 1. Proposals from the Department of Art – **approved by acclamation**
      - a) Program deletion: M.A. in Art Education (**Vote Required**)
      - b) Program revision: Teaching with Art Specialization, M.A.T. (**Vote Required**)
    - 2. Proposal from the Honors College – **approved by acclamation**
      - a) General Education proposal: HON 2050, Perspectives in the Fine Arts (**Vote Required**)
    - 3. Proposal from the M.B.A Program – **approved by acclamation**
      - a) Program revision: Business Administration, M.B.A., Concentration in Supply Management (**Vote Required**)
    - 4. Proposals from the Department of Music – **approved by acclamation**
      - a) General Education proposal: MUS 1090, Introduction to Hip Hop (**Vote Required**)
      - b) Program revision: Music, Music Industry Emphasis, Jazz and Commercial Track, B.A. (**Vote Required**)
  - ii. Curriculum Items for Information Only (Appendix B)
    - 1. Proposals that have been approved
    - 2. Proposals coming before the Curriculum Subcommittee on May 6
  - iii. Indigenous Cultures and Communities Graduation Requirement (Appendix C) (**Vote Required**)
    - 1. Motion to change “to receive” to “may receive” in line 186 (moved by Vela, seconded by Killian) – approved by acclamation
    - 2. Motion to change “shepherd” to “in turn submit” in line 372 (moved by Vela, no second) – motion failed
    - 3. **Approved 16-2-0**: yeas (Bahhouth, Beasley, Goins, Hess, Hummer, Killian, Lamphere, Locklear, Oxendine, Pereira, Schaub, Snead, Spillan, Tollefsen, Vela, Young); nays (Altman, Thomas); abstains (none)
    - 4. Comments: the Chancellor thanks the faculty for supporting this curriculum change



- b. Faculty & Institutional Affairs Committee – Dr. Maria Pereira
- i. FERS Motion #1: Revised procedure for carrying out SEI’s online and changing SEI’s to every semester. (FIAC Vote: 7-0-0, Appendix D) **(Vote Required) - approved 16-1-0**: yeas (Bahhouth, Beasley, Goins, Hummer, Killian, Lamphere, Locklear, Oxendine, Pereira, Schaub, Snead, Spillan, Thomas, Tollefsen, Vela, Young); nays (Altman); abstains (none)
  - ii. FERS Motion #2: Creation of separate Chair’s Annual Evaluation Report Template. *Rationale: Adding language to ensure Chairs address the new requirement to candidly assess faculty member’s progress towards P&T in teaching, service and scholarship.* (FIAC Vote: 7-0-0, Appendix D) **(Vote Required) – approved by acclamation**
    1. Motion to add a “not applicable blank” for numbers 2d, 3c and 4d (moved by Snead, seconded by Thomas) – approved by acclamation
  - iii. FDW Proposal: In order to address equity and fair compensation between directors and coordinators across campus, we propose that one of these options, at minimum, be extended to both parties. (FIAC Vote: 7-0-0) **(Vote Required) -**
    1. Faculty assuming the responsibilities of program coordinator or program director be released from teaching a course offering per semester
    2. Faculty assuming the responsibilities of program coordinator or program director be compensated a stipend equally offered to current program directors
    3. Question/Comment: is there existing data about what types of compensation/policies currently exist? In the School of Education, for example, a “director” refers to a graduate faculty member and “coordinator” refers to an undergraduate faculty member. Currently, there are about twenty “directors” who receive stipends of \$3,000 from Academic Affairs. We are in a position to add stipends to undergraduate program coordinators. Course releases have been offered to undergraduate program coordinators in the past, but not stipends
    4. Motion to insert “three credit hour” after “teaching a” (moved by Schaub, seconded by Altman) – approved my acclamation
    5. Motion to strike the proposal and change it to “[I]n order to address equity and fair compensation between directors and coordinators across campus, we propose that faculty assuming the responsibilities of program coordinator or program director be compensated by, at minimum, either being released from teaching a three-credit course offering per semester or being given a stipend equal to that currently being offered to current program directors, the choice to be determined between the faculty member and the supervising department chair or dean.” (moved by Thomas, seconded by Bahhouth) – approved by acclamation

6. Motion to return the proposal back to FDW for clarification (moved by Pereira, seconded by Schaub) – approved by acclamation
  - iv. FIAC Motion: FIAC requests that the COVID Impact Statement document sent to faculty on April 8 2021 be revised to replace the word "should" with the word "shall" wherever it appears in the section titled Notes for Evaluators. (FIAC Vote: 7-0-0) **(Vote Required) – approved by acclamation**
  - v. Develop a document that defines the four main instructional delivery formats (online, face to face, hybrid majority online, hybrid majority face to face) and requirements for each, including contact hours, starting F21 and on
- c. Student Affairs & Campus Life Committee – Dr. Renee Lamphere
    - i. No Report
  - d. Academic Information Technology Committee – Dr. Benjamin Killian
    - i. Information Items
      1. AITC:
        - a. There are no reported technological issues with migrating SEI to CourseEval
        - b. Summer term Canvas pages will be collapsed to a single start (beginning of Summer 1) and end (end of Summer 2) dates. Faculty will be able to set their own start/end dates in Canvas
        - c. Anticipating the sun-setting of Conferences in Canvas
      2. DoIT:
        - a. ServiceNow has been launched (replacing HEAT). Videos are available for tutorials
        - b. Zoom/WebEx connectivity issues have been resolved. The issue involved a misconfigured server connecting UNC campuses to Internet2
        - c. The move to West Hall has been delayed until May
        - d. Twenty classrooms are scheduled for upgrades over the summer
      3. Office of On-line Learning:
        - a. SCORM (Shareable Content Object Reference Model) LTI proposal has been submitted. This voluntary module will allow for automatic grading and performance tracking, especially with services such as Camtasia
      4. Library:
        - a. National Library Week presentation will be available on-line once the video is captioned
        - b. Library hours will be extended to normal hours as we approach the end of the semester, with extension to 2 AM for exams

- e. Budget Advisory Committee - Dr. Leah Fiorentino
  - i. No Report
- 3. Faculty Assembly Updates** (Appendix E)
- 4. Council of Educator Preparation Programs (CEPP) Updates** (Appendix F)
- 5. Graduate Council** (Appendix G)
- 6. Other Committees**

Motion to extend meeting by 15 minutes by Killian, seconded by Snead – **approved by acclamation**

Motion to extend meeting by 15 minutes by Young, seconded by Pereira – **approved by acclamation**

Motion to extend meeting by 30 minutes by Young, seconded by Pereira – **approved 14-3-0:** yeas (Bahhouth, Goins, Hummer, Killian, Oxendine, Pereira, Robinson, Schaub, Snead, Spillan, Thomas, Tollefsen, Vela, Young); nays (Altman, Beasley, Locklear); abstains (none)

- 6) Unfinished Business** – none
- 7) New Business** – none
- 8) For the Good of the Order** – none
- 9) Announcements** – none
- 10) Adjournment** at 5:43 p.m. – moved by Killian, seconded by Beasley – **approved by acclamation**

## **Appendix B**

### **Revised Roll Call Vote**

The steps below should be used to streamline Faculty Senate roll call vote procedures. These procedures have been vetted by UNCP GC Kelvin Jacobs.

1. Record, in writing, the names of all committee members present. This initial roll call is necessary so that call-in participants/listeners (if any) know who on the committee is in attendance.
2. Tell committee members that they must announce their departure from the meeting if they leave. The purpose of this step is to let call-ins know that Committee Member XYZ did not join in a vote by acclamation because they are no longer in the meeting.
3. The Senate and Committees / Subcommittees can approve vote by acclamation for all votes if and only if:
  - a) There are no nays on a vote
  - b) There are no abstentions on a vote
4. If there are nays or abstentions, the vote must be recorded by a roll call vote.
5. All motions and seconds must have a name recorded with them. Secretaries for the Senate and all Committees and Subcommittees must record the names associated with all motions and seconds in meeting minutes.

## Appendix C



### THE GRADUATE SCHOOL

**UNAPPROVED MINUTES**  
**UNCP Graduate Council Meeting**  
Monday, May 17, 2021, 3:00 p.m.  
Virtually (<https://uncp.webex.com/meet/grad>)




**Present:** Irene Aiken (chair), Whitney Akers, Christine Bell, Kirill Bumin (secretary), Serina Cinnamon, Rick Crandall, Susan Edkins, Michele Fazio, Kelly Ficklin, Brandy Geary (GSO president), Rita Hagevik, Julie Harrison-Swartz, Shenika Jones, Roger Ladd, Naomi Lifschitz-Grant, Marisa Scott, Kim Sellers, Tom Trendowski, **Bryan Winters**, and Summer Woodside

**Absent:** Latoya Brewer, Loury Floyd (CEPP chair), Lisa Mitchell (MAT director), Emily Sharum, and Velinda Worix

**Guests:** none

Meeting started at 3:01 pm

#### • Graduate Faculty Nominations

Last Name	First Name	Degree	Dept	Program	Status	CV	Votes
Schneider	Matthew	PhD	History	SSE	Full	 Schneider, Matthew CV 2021 fu	<b>18-0-0</b>
Beese	Gayle	MAEd	Counseling	CMHC	Prof Aff	 Beese, Gayle CV 2021 prof aff.pdf	<b>18-0-0</b>
Dobens	Sarah	MA	Counseling	CMHC	Prof Aff	 Dobens, Sarah CV 2021 prof aff.pdf	<b>18-0-0</b>

#### \* For-against-abstain

- **Proposals – Course Deletion (SPE 5230 – Spoken Communication) – approved 18-0-0**
  - Rationale: ETFL does not have a speech specialist on faculty, and the course has not been taught in many years.
- **Proposals – Change of concentration name (MSN) – approved 18-0-0**
  - Proposed Change: Change name of MSN specialty track (Rural Case Manager) to "Clinical Prevention and Population Health."
  - Rationale: we have discovered that prospective students are confused about the focus of this specialty track. This specialty track focuses on clinical prevention of illness and disparities and also on population health within a rural population.
  - There are no revisions needed to required courses. This is a name change proposal only.
- **Graduate School Items/Report**