

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF MARCH 18, 2013
3:30 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3:30 p.m. on Monday, March 18, 2013, in the UNA Board Room. The following members were present: Dr. Larry W. Adams, Mr. James B. Eubanks, Dr. Vagn K. Hansen, Dr. Daniel L. Hendricks, Dr. Marilyn B. Lee, Mr. William E. Riley, Dr. Richard A. Statom, Dr. John G. Thornell, and Ms. Darlene P. Townsend. Dr. Brenda H. Webb, Chairperson, presided.

Call Meeting to Order

Chair Webb called the meeting to order.

Approval of the Agenda

Dr. Adams made a motion and Dr. Statom seconded the motion to amend the agenda to move 6B, Revision of the Shared Governance Document, to 2A and to add an item: Consideration of proposed revisions to section 2.5.3 of the Faculty Handbook, Procedure for Promotion – revision of weighted evaluation to add a fourth qualifier, exceptionally qualified. The agenda was approved unanimously as amended.

Revision of Shared Governance Document

Dr. Statom made a motion and Mr. Riley seconded the motion to discuss and circulate via e-mail proposed revisions to the shared governance document. The motion was approved unanimously. The following revisions were suggested: page 1, second paragraph, second sentence: change “real” to “authentic;” page 2, move the Note and place it as a footnote; using search and replace, change all references from Student Government Association to Student Government Association Senate; after the first occurrence of Shared Governance Executive Committee, use search and replace to change all references to SGEC; page 3, 2A, sentence 4: change “effect” to “affect;” page 3, 2A, sentences 5 and 6: change Senate to Senate(s); page 3, 2B: a mechanism should be developed so that Senate Presidents are informed they should consult with the appropriate Vice President(s) on proposals affecting the VP areas; page 3, 2B: use consistent language throughout the document; page 4, C1: add “and/or to the originator” in the distribution – this language still needs work because it is perceived there may not be a need to send copies to those not affected; pages 23 and 26: change “This committee reports to the Vice President for Enrollment Management” as approved at the 3-4-13 meeting; and for those committees who have as part of their charge “to handle all proposals affecting University policy according to section C.2 ‘Shared Governance Procedure for Policy Change Recommendations’” change to “handle any proposals the committee may make affecting university policy according to section C.2 ‘Shared Governance Procedure for Policy Change Recommendations.’”

Approval of the Minutes of the Meeting of March 4, 2013

Dr. Statom moved approval and Dr. Hansen seconded the motion. The motion was approved unanimously.

Report of the Chair

Chair Webb summarized the status of the following proposals: applied music pay, faculty development leave, academic dishonesty report form, faculty and staff computer administrative rights, grading practices, transient enrollment policy, resignation and retirement dates, environmental services promotion policy, and academic centers. Academic Centers will be removed from shared governance consideration and instead be considered by the Undergraduate Curriculum Committee since they are instructional in nature; however, Centers that are administrative in nature will continue to move through shared governance consideration.

Unfinished Business – Request from Faculty/Staff Welfare Committee to form a Work Group consisting of persons outside of the Committee

Dr. Adams moved approval with a confirmed end date and Mr. Riley seconded the motion. The motion was approved unanimously. Chair Webb will communicate this approval to F/S Welfare Committee Chair Jennifer Smith.

Request from Distance Learning Advisory Committee for a Student Copyright Notice

By consensus, this was considered as an item to be reviewed by all constituent groups, beginning with the Academic and Student Affairs Committee followed by all three Senates. The motion was approved unanimously. Dr. Webb was asked to explore whether or not the DL Advisory Committee consulted legal counsel in the development of the statement and to ascertain why only textbook publishers were identified. It was noted that there appears to be a disconnect between the DL Advisory Committee and the Undergraduate Curriculum Committee in this matter.

Request from the Faculty Senate for revisions to section 2.5.3 of the Faculty Handbook, Procedure for Promotion – revision of weighted evaluation to add a fourth qualifier, exceptionally qualified

Ms. Townsend made a motion and Dr. Hansen seconded the motion to recommend to President Cale as a faculty only issue the approval of a fourth qualifier, Exceptionally Qualified, to the weighted evaluation of promotion recommendations. The motion was approved unanimously. The proposed strike-out of the weighted evaluations by the University-Wide Promotion and Tenure Committee should remain in the Faculty Handbook since that was not a formal recommendation from the Faculty Senate.

Comments from Constituent Representatives

For the SGA, President Riley reported on the progress of securing a mobile app for shuttle buses. Staff Senate President Jim Eubanks announced the Staff Senate approved the Second Major/Second Degree proposal as presented at its meeting earlier this date. In addition, Mr. Eubanks sought guidance on the Staff Senate Presidency for next year given the resignation of the VP/Chair Elect. Mr. Eubanks was referred to the Staff Senate Constitution; should a provision not be found in the Constitution, he was advised to consult Robert's Rules of Order which allows for suspension of rules to meet an exigency. For the Faculty Senate, President Marilyn Lee reported that additional recommendations to the promotions policy are forthcoming and there are concerns in the Faculty Senate with the grading practices proposal. For the Administration, Dr. Thornell encouraged participation in the DL conference and Not on My Watch program on April 4 and the Black Faculty Staff Awards Ceremony this evening.

Chair Webb adjourned the meeting at 4:45 p.m.

Brenda Webb, Chairperson