

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF AUGUST 24, 2015
3 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Monday, August 24, 2015, in the UNA Board Room. The following members were present: Dr. Sarah Franklin, Dr. Scott Infanger, Ms. Jennifer Irons, Mr. Bret Jennings, Dr. Katie Kinney, Mr. Nick Lang, Dr. Kristy Oden, Mr. David Shields, and Dr. Molly Vaughn. Dr. Marilyn B. Lee, Chairperson, presided.

Call of Meeting to Order

Chair Lee called the meeting to order and welcomed new committee members.

Approval of the Agenda

By consensus, the agenda was approved as distributed.

Approval of Minutes of Meeting of April 27, 2015

The minutes were approved unanimously on motion by Dr. Infanger and second by Dr. Oden.

Report from the Chair

Chair Lee presented a Chair's Report which required no action from the Committee. In addition, Dr. Lee reported the following: President Kitts agreed to provide funds for a committee chair orientation, and the President has requested that the SGEC consider sponsoring a Q&A session for faculty and staff with the Executive Committee, this item of which will be added to the agenda of the next meeting.

Information Item on Committee Appointments made during 2015 Summer Term

Heather Unger-Robertson was appointed as the staff nominee to the Academic and Student Affairs Committee (instead of Mary Bowers who is already a member of that committee); Nathan Pitts was nominated as the staff nominee for the Research Committee (instead of Andrew Luna who is on the committee as the COAD nominee)

This was an information item that required no action from the committee. However, Chair Lee reported that the person elected as Vice Chair of the Academic and Student Affairs Committee rolled off of the committee and, therefore, she will assemble that committee to elect a Chair and a Vice Chair.

Research Committee – Matt Green Membership while on Leave of Absence – Continued Existence/Repurposing

Dr. Franklin made a motion and Mr. Lang seconded the motion to allow the Research Committee to have the 2015-16 academic year to study its charge for a possible repurposing. The motion was approved unanimously. By consensus, it was agreed that Matt Green should maintain his status as a member of the Research Committee but a send a proxy for his absence from any called meetings.

Appointment of Vice Chair

Dr. Franklin nominated Dr. Scott Infanger as Vice Chair, who was elected by acclamation. Per Mr. Jennings indication that he would like to see the SGEC explore the possibility of a staff person

serving in the position of SGEC Chair, it was reported that a request of that nature would need to be formally made through the Staff Senate.

Request that Student Engagement Appointment on Multicultural Advisory Committee remain vacant this year due to the limited staff and turnover, or appoint a staff member from Student Affairs

By consensus, the SGEC will recommend to President Kitts the appointment of Tyler Thompson to fill the Student Engagement position (Julie Fletcher replacement) on the Multicultural Advisory Committee and allow him to send a proxy to committee meetings when needed.

Appendix 2A of the Faculty Handbook – Policies Concerning Adjunct Faculty

Dr. Franklin made a motion and Dr. Infanger seconded the motion to present this request to the Faculty Senate as a faculty only issue. The motion was approved unanimously.

Tobacco and Smoking Policy

Dr. Infanger made a motion and Ms. Irons seconded the motion to consider the revised Tobacco and Smoking Policy (with changes in red) as a directive from the President and request that the President's Office redistribute the policy as a reminder to campus. Dr. Infanger made a motion and Mr. Lang seconded the motion to consider the request on whether the University should become a completely smoke-free and tobacco-free campus to be reviewed by the SGA and the Faculty/Staff Welfare Committee, in consultation with the Faculty Senate and Staff Senate. The motion was approved unanimously.

Proposed Policy on Awarding of Degrees in Memoriam

Dr. Infanger made a motion and Mr. Shields seconded the motion to consider this an item to be reviewed by all three Senates. The motion was approved unanimously.

Proposed University Policy on Video Monitoring and Surveillance Activities

Dr. Kinney made a motion and Ms. Irons seconded the motion to consider this an item to be reviewed by all three Senates. The motion was approved unanimously.

Proposed Student Immunization Policy

Mr. Shields made a motion and Dr. Infanger seconded the motion to consider this an item to be reviewed by the Academic and Student Affairs Committee in consultation with all three Senates as needed. The motion was approved unanimously.

Reconstitution of Core Competencies Committee

Dr. Oden made a motion and Mr. Shields seconded the motion to recommend approval to President Kitts with a request that Dr. Thornell propose an end-date for the committee's work. The motion was approved unanimously.

Proxy for Jennifer Sutton on Academic and Student Affairs Committee

By consensus, the proxy requirements were waived to allow Jennifer Sutton to send proxies to ASA Committee meetings during her maternity leave.

Employees' Concerns with Photo on University Directory

Chair Lee reported that President Kitts understood the aforementioned employee concerns and will look into the possibility of placing the University Directory onto an Intranet instead of the World Wide Web. In addition, at the Executive Council meeting this date, the topic was discussed and it was noted that employees are not mandated to have their photo appear on the university directory.

Committee Chairs Orientation

Upon request from Chair Lee, Sarah Franklin, Scott Infanger, Kristy Oden, and Molly Vaughn volunteered to assist in the planning of a committee chairs orientation in October.

Comments from Constituent Representatives

For the SGA, Mr. Lang announced the following: five SGA goals for 2015-16, campus map kiosks have been installed on campus, record number of applications for Freshman Forum were received in which 40 were elected, and paw prints on Court Street will be repainted; for the Staff Senate, Dr. Vaughn reported that Vice Chair Tyler Unsicker has resigned from the University and Kevin Jacques was elected in his stead, and a major goal of the Staff Senate is to make strides in bringing all staff to midpoint on the salary scale; for the staff, Mr. Jennings reminded everyone of the Convocation and Presidential Investiture activities of this week; for the Faculty Senate, Dr. Franklin reported the Faculty Senate will have its first meeting of the semester in two weeks, the Code of Academic Integrity will appear on the agenda of that meeting, and a productive meeting was held with the Police Chief. For the Administration, Mr. Shields reported that the Administration is tracking enrollments carefully with an eye to purged schedules due to non-payment and residential hall numbers have not shrunk according to nationwide trends.

The meeting adjourned at 4:45 p.m.

Marilyn Lee, Chairperson