

**SHARED GOVERNANCE EXECUTIVE COMMITTEE  
MINUTES OF THE MEETING OF SEPTEMBER 8, 2015  
3 P.M., BIBB GRAVES CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Tuesday, September 8, 2015, in the Bibb Graves Conference Room. The following members were present: Dr. Greg Carnes, Dr. Sarah Franklin, Dr. Scott Infanger, 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.

Approval of the Agenda

The agenda was approved unanimously on motion by Dr. Infanger and second by Mr. Lang.

Approval of Minutes of Meeting of August 24, 2015

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

Report from the Chair

Chair Lee presented a Chair's Report which required no action from the Committee. In addition, Dr. Lee announced the following: Committee Chair Orientation has been set for October 7 and the Teach Act/Copyright Use Act that is under consideration by the Academic and Student Affairs Committee has been sent out for legal review by the university attorney.

Marketing Council

On 8-25-14, SGEC voted to establish the Council for one year as experimental; in one year, a proposal must come forward for permanent committee

Dr. Infanger made a motion and Dr. Carnes seconded the motion to extend the trial basis of the Marketing Council through the end of the fall semester to allow time for the Council to discuss with President Kitts the viability of the Council and whether it should exist under the shared governance umbrella. The motion was approved unanimously.

Information Item: Leah Whitten was elected as Chair and Kenda Rusevlyan was elected as Vice Chair of Academic and Student Affairs Committee

This was an information item that required no action from the committee.

### SGEC Sponsorship of Q & A Session with Faculty and Staff (at request of President Kitts)

By consensus, it was agreed that Chair Marilyn Lee will communicate to the President the SGEC will be pleased to sponsor a Q&A session to follow a format of President Kitts' choosing but with the following ideas: State of the University address; separate sessions: one for employees and one for students so as to address topics of interest to each group, the student session of which would need to be at a strategic time and possibly include food as an attractor.

### Adjuncts on Committees (Jay Jackson as adjunct while on Leave of Absence/service on Animal Care and Use Committee)

Dr. Franklin made a motion and Dr. Kinney seconded the motion to revise the Shared Governance Document to provide that adjunct faculty are not eligible to serve on shared governance committees. The motion was approved unanimously. It was determined that no action would be taken on faculty committee service while on leave of absence but, rather, those situations would be dealt with on a case-by-case basis.

### Faculty Senate Committee Nominations to Fill Vacancies -- Helen Coronel as Jay Jackson replacement on Animal Care and Use Committee (faculty at large); Wendy Darby as Vicki Pierce replacement on Human Participants Committee (nursing faculty); Chris Stopera as Tina Hubler replacement on DLAC (one of four Arts and Sciences representatives)

Dr. Franklin made a motion and Dr. Oden seconded the motion to recommend to President Kitts the appointment of Helen Coronel as Jay Jackson's replacement on the Animal Care and Use Committee (faculty at large); Wendy Darby as Vicki Pierce's replacement on the Human Participants Committee (nursing faculty); and Chris Stopera as Tina Hubler's replacement on the Distance Learning Advisory Committee (one of four Arts and Sciences representatives). The motion was approved unanimously.

### Proposal on “UNA’s Policy and Procedures: Equal Opportunity, Harassment and Nondiscrimination” (Jacques)

Mr. Shields made a motion and Dr. Infanger seconded the motion to consider this an item to be reviewed by all three Senates, with a request that each Senate invite Tammy Jacques to the meeting when the topic is presented. The motion was approved unanimously.

### Child Care Options for Employees and Students

By consensus, Chair Lee was asked to discuss this topic at the monthly meeting held with President Kitts, indicating that the SGEC favors and supports child care for employees and students.

### Proposal from President’s Executive Council for a review of the Employee Performance Evaluation Instrument

Dr. Vaughn made a motion and Mr. Shields seconded the motion to consider this an item to be reviewed by the Staff Senate, in consultation with Human Resources and a sampling of cost center heads who complete the forms. The motion was approved unanimously.

Request from the Faculty Senate for an Extension for the Consideration of the Code of Academic Integrity

On motion by Dr. Oden and second by Dr. Kinney, the Faculty Senate was granted an extension for 30 days. The motion was approved unanimously.

Revised Shared Governance Document

On motion by Dr. Infanger and second by Dr. Vaughn, this item was postponed to the next meeting to allow SGEC members adequate time for review. The motion was approved unanimously. SGEC members were asked to be prepared to take action at the next meeting

Comments from Constituent Representatives

For the SGA, Mr. Lang reported the following: SGA passed a resolution of appreciation to the Facilities staff for the benches, amphitheater improvements, and campus maps; new events planned for homecoming week are a concert and an off-campus spirit challenge; and collaboration with the Student Rec Center has resulted in the opening of the Flowers Hall Pool for employees and students. For the Staff Senate, Dr. Vaughn reported that the new Police Chief will speak at the next Staff Senate meeting; revision of bylaws will occur; hiring policies will be reviewed; staff survey results are now posted; and credit hour production for the fall semester is up 5%. For the Faculty Senate, Dr. Franklin reported that the new Police Chief will also speak at the next Faculty Senate meeting, and smaller policies are moving through the Faculty Senate in anticipation that revised policies on promotion and tenure will be forthcoming that will consume a majority of the Senate's work for the year. For the Administration, Mr. Shields reported that the Executive Council and a Trustee Committee has worked diligently on a proposed budget for presentation at this week's Board of Trustees meeting, and an upgraded carillon system has been installed in Bibb Graves, policies on its use of which are under development.

The meeting adjourned at 4:10 p.m.

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Marilyn Lee, Chairperson