

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF JANUARY 20, 2026
3:00 P.M., VIA MICROSOFT TEAMS**

Attendees: Dr. Peggy Bergeron, Dr. Justin Carter, Dr. Scott Infanger, Dr. Tera Kirkman, Dr. Lee Renfroe, Ms. Alex Rhoades, Ms. Anna Leigh Rossi, Ms. Megan Simmons, Dr. Brien Smith, Ms. Amy Thompson, and Dr. K.C. White. Members absent: None. Chair Lauren Killen presided.

Call Meeting to Order

SGEC Chair Lauren Killen called the meeting to order.

Approval of Agenda

The agenda was approved on motion by Ms. Rossi, second by Ms. Thompson, and unanimous consent.

Approval of the Minutes of the Meeting of November 17, 2025

The minutes were approved on motion by Dr. Carter, second by Dr. Bergeron, and unanimous consent.

Proposed Faculty Handbook Revisions: Decoupling Promotion/Tenure at Full Professor Rank and Requiring Annual Evaluations within Promotion/Tenure Applications
Proposed and approved by COAD on 10-27-25; approved by Faculty Senate on 12-4-25

Dr. Renfroe made a motion that was seconded by Dr. Carter and unanimously approved to open discussion. On motion by Dr. Renfroe, second by Dr. Carter, and unanimous consent, the proposed Faculty Handbook revisions were approved for movement to President Kitts for consideration.

Proposed Faculty Handbook Revisions: Sections 2.4.1, Search Guidelines; 2.4.2, Faculty Appointments; 2.4.3, Background Checks; 2.7.2 Termination for Cause; 2.8, General Provisions

Proposed by COAD; considered by Faculty Senate but then worked with HR on clarification of wording concerns; Faculty Senate approved HR language on 12-4-25

Dr. Carter made a motion that was seconded by Dr. Renfroe and unanimously approved to open discussion. On motion by Dr. Carter, second by Dr. Bergeron, and unanimous consent, the proposed Faculty Handbook revisions were approved for movement to President Kitts for consideration.

Interim IRB Policy

Approved by SGA on 10-23-25; approved by Staff Senate via e-business in October 2025; approved by Faculty Senate on 12-4-25

Dr. Carter made a motion that was seconded by Dr. Renfroe and unanimously approved to open discussion. On motion by Dr. Renfroe, second by Dr. Carter, and unanimous consent, the Interim IRB Policy was approved for movement to President Kitts and IRB Chair Hunter Waldman as information since Executive Council approved it as an interim policy on September 22, 2025.

Report from IRB Work Group

Dr. Carter made a motion that was seconded by Ms. Thompson and unanimously approved to open discussion. On motion by Dr. Carter, second by Ms. Rossi, and unanimous consent, the Institutional Review Board (IRB) was approved for removal from the shared governance structure and movement of the proposed recommendations to the Provost for consideration, along with the President and Executive Council.

iContracts Policy for Periodic Review: Consensual Relationships Policy

Ms. Thompson made a motion that was seconded by Dr. Bergeron and unanimously approved to open discussion. Dr. Renfroe made a motion that was seconded by Ms. Simmons and unanimously approved to consider this an item for review by the Faculty/Staff Welfare Committee followed by Faculty Senate, Staff Senate, and SGA.

iContracts Policy for Periodic Review: Workplace Threats and Violence Policy

Dr. Carter made a motion that was seconded by Dr. Renfroe and unanimously approved to open discussion. Dr. Renfroe made a motion that was seconded by Dr. Carter and unanimously approved to consider this an item for review by the Faculty/Staff Welfare Committee followed by Faculty Senate, Staff Senate, and SGA.

Proposal from the Council of Academic Deans to Remove Section 4.2.6 of the Faculty Handbook – Distance Learning Compensation

Dr. Renfroe made a motion that was seconded by Dr. White and unanimously approved to open discussion. Dr. Carter made a motion that was seconded by Dr. Bergeron and unanimously approved to consider this a faculty-only issue for review by Faculty Senate.

Interim Discrimination and Harassment Policy and Interim Title IX Procedure, as approved by the Executive Council on December 15, 2025

Dr. Renfroe made a motion that was seconded by Dr. Bergeron and unanimously approved to open discussion. Dr. Carter made a motion that was seconded by Dr. Renfroe and unanimously approved to consider this an item for review by the Faculty/Staff Welfare Committee followed by Faculty Senate, Staff Senate, and SGA.

Information Item: Board of Trustees Bylaws Amendment

SGEC Chair Lauren Killen reported that in response to a recommendation from Dr. Carol Cartwright's recent review of shared governance policies and practices, the Board of Trustees unanimously adopted an amendment to its bylaws to add a statement in support of shared governance to its list of Board-specific functions and responsibilities. This was an information item that required no action from the Committee.

Discuss Outcome of Faculty Senate, Staff Senate, and SGA Review of the Report from the Review of Shared Governance Policies and Practices at the University of North Alabama as prepared by Dr. Carol Cartwright, Senior Fellow and Senior Consultant at the Association of Governing Boards of Universities and Colleges

By consensus, the following agreements were made as action to the nine recommendations resulting from Dr. Carol Cartwright's review of the shared governance policies and practices:

- Review of shared governance operations to ensure practice matches policy;
- In possible partnership with the Center for Teaching and Learning, create a Canvas course, completion of which is required for service on a shared governance committee, Faculty Senate, Staff Senate, or SGA senator, at least six months to one year following initial employment, with the following course components: overview of each Shared Governance Strategic and Task Committee function, overview of each Senate body function, use of an outline similar to a CASE leadership protocol document established during Carmen Burkhalter's deanship (to be shared by Scott Infanger), among other possibilities;
- Consider incorporating an annual Shared Governance Review into the meetings of the Faculty and Staff Senates and SGA. This review would focus on the responsibilities of a Senator and the overall Shared Governance Structure.
- Discern and determine the value of in-person meetings on a case-by-case basis by each Shared Governance Committee;
- Establish a new staff employee training program;
- Dr. Carter announced that a Strategic Planning and Budget Study (SPBS) Committee representative will attend a future Faculty Senate meeting to clarify and communicate more effectively about the role of shared governance in strategic planning;
- SGEC Chair Lauren Killen will meet with President Kitts to discuss the feasibility of a university-wide discussion of the Consultant's report as a way to demonstrate transparency, a strong commitment to shared governance, and a willingness to entertain ideas for improvement, possibly via the President's Communique, Provost's Communique, or via each Senate body; and/or separate Town Hall events for faculty and for staff with use of submitted questions;
- In an effort to close the circle on communication, Faculty Senate President Justin Carter noted for faculty, this will be handled via an upcoming Faculty Senate meeting and a suggestion was made to communicate to campus that each committee's annual reports are available on the Shared Governance webpage;

- As noted earlier in the meeting, the Board of Trustees unanimously adopted an amendment to its bylaws to add a statement in support of shared governance to its list of Board-specific functions and responsibilities;
- At the next SGEC meeting, review non-voting committee memberships to determine full participation vs. utilization on an as-needed basis

Faculty/Staff Welfare Committee Response to Implementation of the Birth Recovery and Parental Leave Policy

Ms. Thompson made a motion that was seconded by Dr. Bergeron and unanimously approved to open discussion. Dr. Carter made a motion that was seconded by Dr. Renfroe and unanimously approved to consider this a faculty-only issue for review by Faculty Senate.

On motion by Dr. Renfroe, second by Ms. Simmons, and unanimous consent, the meeting adjourned at 4:25 p.m. By consensus, it was determined that the February 2 SGEC meeting will be a face-to-face meeting at a location to be determined and announced.

Lauren Killen

Dr. Lauren Killen, Chairperson