

**SHARED GOVERNANCE EXECUTIVE COMMITTEE  
MINUTES OF THE MEETING OF APRIL 7, 2025  
2:30 P.M., ROOM 305 OF THE RABURN WING OF KELLER HALL**

Attendees: Dr. Peggy Bergeron, Dr. Andrea Hunt, Dr. Lauren Killen, Dr. Tera Kirkman, Ms. Kerigan Mardis, Mr. Jeremy Martin, Dr. Molly Mathis, Dr. Lee Renfroe, Dr. Brien Smith, Ms. Amy Thompson, and Dr. K.C. White. Members absent: None. Chair Becky Smith presided. Guest: Regina Sherrill.

**Call Meeting to Order**

Chair Becky Smith called the meeting to order.

**Approval of the Agenda**

The agenda was approved unanimously on motion by Dr. Renfroe and second by Mr. Martin.

**Approval of the Minutes of the Meeting of March 17, 2025**

The minutes were approved unanimously on motion by Mr. Martin and second by Dr. Kirkman.

**Review Outcome of Qualtrics Survey from SG Committee Review of Membership, Charge, and Reporting Structure**

SGEC members continued evaluation of the outcome of the Qualtrics survey from a review of membership, charge, and reporting structure by Shared Governance Committees, the outcome of which, upon completion, will be contained on a chart included with the minutes and approved revisions will be inserted as track changes to the Shared Governance Document for final SGEC approval. Specific actions in this meeting included the following:

**Institutional Review Board:** Dr. Kirkman made a motion that was seconded by Dr. Hunt and unanimously approved to approve the following additions to the membership: one (1) faculty from Mathematics or Engineering; one (1) faculty from Humanities; and non-voting doctoral students, not to exceed one per college, recommended to the SGEC by the Council of Academic Deans. Dr. Renfroe made a motion that was seconded by Ms. Thompson and unanimously approved to establish a work group with (1) membership consisting of Dr. Andrea Hunt as SGEC representative, the Provost, the Assistant Vice Provost for Academic Affairs, and 3-5 current or past IRB Chairs; (2) a charge to review the IRB workload and possible staffing recommendations; and (3) an end date of December 13, 2025.

**Multicultural Advisory Committee:** Dr. Bergeron made a motion that was seconded by Dr. Renfroe and unanimously approved to remove “diversity and” from charge #2; remove “minority” from charge #4; seek input from the Executive Director for University Priorities on

the full committee charge and revisit at the next SGEC meeting; change faculty membership from (8) to (4), to include one from each college and add one (1) Intercultural Engagement Initiatives (IEI) Director from each college.

Parking and Traffic Committee: Dr. Hunt made a motion that was seconded by Dr. Kirkman and unanimously approved to include representation from Facilities as a part of the two (2) staff members; add the Director of University Events or designee; ensure that two of the three student representatives includes one residential and one commuter student, recommended to the SGEC by the Student Government Association Senate President; and for review at the next SGEC meeting, seek input from the Chief of Police on the person/group who handles traffic citation appeals and when the Parking and Traffic Committee ceased reviewing them as outlined in the committee charge.

Undergraduate Readmissions Committee: Dr. Kirkman made a motion that was seconded by Dr. Hunt and unanimously approved to convene the committee to establish leadership with the impending departure of Chair Ron Davis and the absence of a Vice Chair. Dr. Bergeron made a motion that was seconded by Dr. Renfroe and unanimously approved to change the nursing faculty membership from one (1) to two (2) for consistency amongst colleges represented on the committee.

Research Committee: Dr. Renfroe made a motion that was seconded by Dr. Bergeron and unanimously approved to change five (5) faculty members to eight (8), with two faculty per college and to remove the one associate dean or Council of Academic Deans member.

Safety and Emergency Preparedness Committee: Ms. Thompson made a motion that was seconded by Dr. Bergeron and unanimously approved to add the following to the charge: maintain the Emergency Preparedness and Assessment Team as a subcommittee of core members to meet year-round to review emergency preparedness and assess any changes that should take effect prior to the start of a new academic year. Dr. Killen made a motion that was seconded by Ms. Mardis and unanimously approved to make the following revisions to the membership: change five (5) faculty members to four (4), one from each college; change Assistant ITS Director for Network and Infrastructure to Associate ITS Director for Network and Infrastructure; add Assistant Vice President for Information Technology Services to the Chief Information Officer title; add Director of Institutional Research; change Campus Safety Officer to Director of Environmental Health and Safety; add Director of University Media and Public Relations as a non-voting member; add an Athletics staff member; add a Food Services representative as a non-voting member; and change Director of Housing and Residence Life to Assistant Dean of Students for Housing and Residence Life.

Technologies Advisory Committee: Dr. Renfroe made a motion that was seconded by Mr. Martin and unanimously approved to add a staff member from Disability Support Services, add Assistant Vice President for Information Technology Services to the Chief Information Officer title, and change the reporting structure to the Vice President for Business and Financial Affairs.

Display of Shared Governance Committee Charges on Shared Governance Webpage

On motion by Dr. Smith, second by Dr. White, and unanimous consent, it was determined that the Shared Governance Document will become the lone guiding document for Shared Governance Committee Charges, and committee charges will be removed from display on the shared governance webpage.

On motion by Dr. Hunt, second by Mr. Martin, and unanimous consent, the meeting adjourned at 4:30 p.m.

A handwritten signature in black ink that reads "Dr. Becky Smith". The signature is written in a cursive, flowing style. Below the signature is a horizontal line.

Dr. Becky Smith, Chairperson