

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF NOVEMBER 16, 2015
3 P.M., BIBB GRAVES CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Monday, November 16, 2015, in the UNA Board Room. The following members were present: Dr. Greg Carnes, Mr. Clinton Carter, Dr. Sarah Franklin, Dr. Scott Infanger, Ms. Jennifer Irons, Mr. Bret Jennings, Dr. Felecia Harris for Dr. Katie Kinney, Mr. Nick Lang, Dr. Kristy Oden, Mr. David Shields, and Dr. Molly Vaughn. Dr. Marilyn Lee, Chairperson, presided.

Call of Meeting to Order

Chair Lee called the meeting to order.

Approval of the Agenda

The agenda, amended to add an SGA response to section 3.2.3 of the Faculty Handbook, was approved unanimously on motion by Dr. Infanger and second by Ms. Irons.

Approval of Minutes of Meeting of November 2, 2015

The minutes, revised to add the word “leadership” to “Faculty Senate” relative to the discussion of section 3.2.1 of the Faculty Handbook, were approved unanimously on motion by Dr. Carnes and second by Mr. Shields.

Report from the Chair

Dr. Lee presented a Chair’s Report which required no action from the Committee. However, Chair Lee reported that the SGEC still awaits a response from the Security and Emergency Preparedness Committee (SEPC) on the Campus Safety Plan Proposal. In response, at its meeting this week, Mr. Shields will ask the SEPC Chair to provide the meeting minutes to Chair Lee which will illustrate the action to date. It was noted that in the absence of an approved Campus Safety Plan, the current proposal is being used as an interim plan.

Appendix 3C of the Faculty Handbook – Faculty Development Leave Application

Dr. Franklin made a motion and Dr. Oden seconded the motion to consider this item approved as editorial for presentation to President Kitts for approval. The motion was approved unanimously.

Section 3.11 of the Faculty Handbook – Sick Leave

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

SG Committees on Canvas

Dr. Infanger made a motion and Dr. Franklin seconded the motion to allow Shared Governance Committee Chairs to use Canvas for committee e-business that is allowed under Article VIII of the Shared Governance Document. The motion was approved unanimously. Chair Lee will communicate this action to SG committee chairs.

SGA Response to Section 3.2.3 of the Faculty Handbook – Office Hours and Communication with Students

Mr. Lang presented a Resolution from the SGA which relegated the aforementioned proposal to the Faculty Senate with a recommendation that student input be gathered before a decision is rendered. Because the Faculty Senate has already considered and rejected the proposal, the proposal will be returned to the Originator. However, Faculty Senate President Sarah Franklin reported that the Faculty Senate, in its December meeting, will discuss the issue which could result in a subsequent proposal at some future date and indicated the Senate will consider student input in its deliberation. Dr. Franklin welcomed dean participation in the December discussion, but asked that the deans make a formal request to be added to the agenda.

Comments from Constituent Representatives

For the SGA, Mr. Lang reported on the success of the following events: the Comedy Act and launch of It's On Us Campaign, in which 257 students signed a banner to take a stand against sexual assault; and noted that the SGA smoking survey has been issued by the Office of Institutional Research and it is hopeful the SGA can take a vote by semester's end. For the Staff, Mr. Jennings offered congratulations to the sports teams that are in playoff action, reported that a Preview Day recap meeting will be held this week, and asked for input as an analysis of the day's activities takes place. For the Staff Senate, Dr. Vaughn reported the following: discussion is taking place on the amount of UNA Info messages that are issued; status of Video and Surveillance Policy consideration was provided, whereby it is felt a policy on drones should be added; Staff Senate would like the Faculty Senate and SGA to work together to craft an e-mail that would be issued by President Kitts early in the spring semester to encourage membership in the Higher Education Partnership; Catherine White will meet with the Staff Senate this week to discuss the Employee Evaluation Instrument; and Staff Senate nomination of committee vacancy replacements is forthcoming. For the Faculty Senate, Dr. Franklin provided an update on various policies the Faculty Senate presently has under consideration. For the Administration, Mr. Carter strongly suggested that SGEC members help spread the word on the benefits of enrolling in the Flexible Spending Plan, the enrollment deadline of which is November 20, and indicated that employee input will be needed if/when discussions occur on insurance changes.

On motion by Dr. Infanger, the meeting adjourned at 4:20 p.m.

Marilyn Lee, Chairperson