

**SHARED GOVERNANCE EXECUTIVE COMMITTEE  
MINUTES OF THE MEETING OF MARCH 14, 2016  
3 P.M., BIBB GRAVES CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Monday, March 14, 2016, in the Bibb Graves Conference Room. The following members were present: Dr. Greg Carnes, Mr. Clinton Carter, Dr. Sarah Franklin, Dr. Scott Infanger, Ms. Jennifer Irons, Ms. Gigi Broadway for Mr. Bret Jennings, Mr. Nick Lang, Dr. Kristy Oden, 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 was approved by consensus.

Approval of Minutes of Meeting of February 29, 2016

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

Report from the Chair

Dr. Lee presented a Chair's Report which required no action from the Committee.

COAD Response to Proposal from Faculty Senate for Addition of Sick Leave Policy to the Faculty Handbook

Dr. Carnes made a motion and Dr. Oden seconded the motion to consider this an item to be reviewed by the Faculty/Staff Welfare Committee, to include suggested revisions from the Council of Academic Deans and a memorandum from Faculty Senate President Sarah Franklin explaining the Senate's position on its suggested policy statement (i.e., in some departments, chairs require faculty, when sick, to find a substitute and to claim sick leave). The motion was approved unanimously.

COAD Response to Proposal from Faculty Senate for Revision of Section 3.2.3 of Faculty Handbook – Office Hours

Dr. Infanger made a motion and Ms. Irons seconded the motion to consider this item irreconcilable to be returned to the Originator for further review, along with the concerns expressed by the Council of Academic Deans. The motion was approved unanimously.

### Changes to Section 3.10 of Faculty Handbook – Absences

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

### Proposal for Clarification of Faculty Responsibilities

Dr. Infanger made a motion and Dr. Franklin seconded the motion to consider this an item to be reviewed by the Faculty/Staff Welfare Committee. The motion was approved unanimously.

### Information Item: Location of Leave in Employee Handbook

This was an information item that required no action from the Committee; however, SGEC members were asked to pass this information to their constituents.

### Comments from Constituent Representatives

For the SGA, Mr. Lang reported that Dr. Jackson Katz has been secured for an April 13 presentation on violence against women, reviewed the plans for 1<sup>st</sup> Annual Lighting of the Fountain, indicated the Senate is looking to rebrand the SGA in conjunction with the university's rebranding efforts, and provided a recap on his travel to Greensboro to assist other SGA chapters in a book distribution to children in need. For the Staff Senate, Dr. Vaughn reported the following: the Staff Senate approved eight new members, work continues on the performance evaluation instrument and hiring/promotion policies, the Staff Attitude Survey was administered last week, Wellness Day is scheduled for Thursday of this week, the Senate voted for a smoke-free but not tobacco-free campus, and input received on a Faculty-Staff Lounge was not as positive as expected. For the Faculty Senate, Dr. Franklin reported that the Faculty Attitude Survey closes Friday, the Senate voted for a smoke-free and tobacco-free campus, the April meeting will be the last meeting of the year to do business, and elections will be held in May. For the Administration, Mr. Carter provided updates on the following projects: forensics lab on campus, purchase of Keystone Building, possible legislative vote on use of 401(k) plans by state agencies, food vendor RFP and possible expansion, faculty/staff lounge location, possible federal regulation that would remove exempt status option for employees with a salary of less than \$50,000, and the establishment of a subcommittee to study employee insurance options.

By consensus, the meeting adjourned at 4:40 p.m.

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Marilyn Lee, Chairperson