

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF APRIL 24, 2017
3:30 P.M., BIBB GRAVES CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3:30 p.m. on Monday, April 24, 2017, in the Board Room of Bibb Graves Hall. The following members were present: Dr. David Brommer, Mr. Hugo Dante, Ms. Jennifer Irons, Dr. Kevin Jacques, Mr. Bret Jennings, Dr. Katie Kinney, Dr. Tera Kirkman for Dr. Kristy Oden, Dr. Lee Renfroe, and Dr. John Thornell. Chairperson Scott Infanger presided.

Call of Meeting to Order

Dr. Infanger called the meeting to order.

Approval of Agenda

The agenda was approved unanimously on motion by Dr. Renfroe and second by Ms. Irons.

Approval of Minutes of the Meeting of April 10, 2017

The minutes were approved unanimously on motion by Dr. Brommer and second by Dr. Jacques.

Report from the Chair

Chair Infanger reported that he had received an update from Mr. Shields in which he noted that while work is progressing on a closed captioned policy, Mr. Shields will likely present to the President's Executive Council for approval an interim policy that would require all new classes and/or media that is placed online on or after August 2017 to be closed captioned. In addition, he noted that annual reports are being submitted and he will issue a reminder to all shared governance committee chairs of this requirement.

Request to Rename Undergraduate Readmissions Committee with Minor Membership Revision

Excerpt from 8-22-16 SGEC minutes: Dr. Lee made a motion and Dr. Carnes seconded the motion to refer the request to newly-appointed Associate Vice President Ron Patterson for (1) input, (2) recommendations on the subcommittee composition, and (3) an assessment of whether it is a FERPA violation for students to serve on the Readmissions Committee with access to other student information/records. The motion was approved unanimously.

Ms. Irons moved approval and Dr. Kinney seconded the motion. Following a lengthy conversation, Ms. Irons and Dr. Kinney withdrew their motions. Mr. Jennings made a subsequent motion, seconded by Dr. Renfroe, and unanimously approved to postpone action and request the following additional information from the Originator (Ron Patterson): rationale for

the proposed title revision whereby there is a perception that the new title could be confused with other academic appeals (grades, etc.), frequency of meetings and committee member availability relative to handling requests outside the academic year, and FERPA rationale for omission of student members when there is a feeling that students' input on the committee is valuable and that the committee service is useful to the students (possible use of signed confidentiality statements by the student committee members).

UNA Travel Reimbursement Protocol

Dr. Thornell made a motion and Dr. Jacques seconded the motion to consider this item to be reviewed by the Faculty/Staff Welfare Committee. The motion was approved unanimously. Dependent on the outcome of the review, a recommendation could then be considered for review by the Faculty and Staff Senates.

Section 2.5.3 of Faculty Handbook – Department Chairs Applying for Promotion and/or Tenure

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

Appendix 2E of Faculty Handbook – Revision to Deadline Dates in Former Tenure Policy to Correct an Error

Dr. Brommer made a motion to recommend this item to President Kitts for approval as an editorial revision and Dr. Kirkman seconded the motion. The motion was approved unanimously.

Staff Senate and SGA Vacancies on Shared Governance Committees for 2017-18

Dr. Brommer made a motion and Ms. Irons seconded the motion to recommend approval to President Kitts, with amendments to the SGA nominations as contained on the attachment to these minutes. The motion was approved unanimously. It was noted that the Faculty Senate vacancies would be considered by e-business.

Information Item – Reminder of 2017-18 SGEC Meeting Schedule:

3 p.m. in the UNA Board Room on the following dates: August 28, 2017; September 11, 2017; September 25, 2017; October 9, 2017; October 23, 2017; November 6, 2017; November 20, 2017; December 4, 2017; January 8, 2018; January 22, 2018; February 5, 2018; February 19, 2018; March 5, 2018; March 19, 2018; April 9, 2018; April 23, 2018; May 7, 2018

This information item required no action from the committee.

Comments from Constituent Representatives

For the SGA, Hugo Dante thanked the SGEC for the opportunity of serving on the committee during the 2017-18 academic year and reported that the SGA is starting a texting

service to reach students with important information throughout the year, whereby students will be encouraged to sign up during SOAR and the first two weeks of school in the fall semester. For the Staff, Mr. Jennings congratulated SGEC Chair Scott Infanger on his recent selection as recipient of the Eleanor Gaunder Excellence in Teaching Award and thanked Dr. John Thornell for his service as VPAA and Provost since 2009 and for his service on the SGEC. For the Faculty Senate, Dr. Brommer reported that elections would occur in the May meeting. For the Administration, Dr. Thornell announced that the Awards Gala will be held at 6:30 p.m. this date.

The meeting adjourned at 4:15 p.m.

Dr. Scott Infanger, Chairperson