

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF SEPTEMBER 6, 2016
3 P.M., BIBB GRAVES CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Tuesday, September 6, 2016, in the Board Room of Bibb Graves Hall. The following members were present: Dr. David Brommer, Dr. Greg Carnes, Ms. Sarah Green, Dr. Molly Vaughn for Ms. Jennifer Irons, Dr. Kevin Jacques, Mr. Bret Jennings, Dr. Katie Kinney, Dr. Lee Renfroe, and Dr. John Thornell. Dr. Marilyn Lee presided in the absence of Chairperson Scott Infanger.

Call of Meeting to Order

Dr. Lee called the meeting to order.

Approval of Agenda

Dr. Brommer moved approval and Dr. Jacques seconded the motion. The motion was approved unanimously.

Approval of Minutes of the Meeting of August 22, 2016

Dr. Brommer moved approval and Dr. Renfroe seconded the motion. The motion was approved unanimously.

Report from the Chair

Dr. Lee reported that at its meeting last week, the Faculty Senate took action on the following items: revisions to Appendix 2A of the Faculty Handbook – Policies Concerning Adjunct Faculty: proposed changes accepted; revisions to Section 3.15 of the Faculty Handbook – Faculty Evaluation: referred to the Faculty Affairs Committee for review; revisions to Section 2.5 of the Faculty Handbook – Policies on Promotion and Tenure: referred revisions to the Faculty Affairs Committee, with senators taking the issue back to their departments and collecting feedback to forward to the Faculty Affairs Chair by September 22; revision to various sections of Faculty Handbook – Presidential Delegation of Signature Authority to VPAA and Provost in Some Matters: proposed changes approved; revisions to Sections 2.5.2 and 3.2.2 of Faculty Handbook – 15-Hour Teaching Loads for Some Non-Tenure Track Faculty: postponed this issue until the October meeting; revisions to Section 3.3.3 of the Faculty Handbook – Curriculum Development: requested revisions be sent back to the COAD for clarification, including if the change applied to courses as well as programs and majors.

Academic Program and Administrative Office Analysis

For President Ken Kitts and as a follow-up to the previous meeting, Dr. John Thornell presented a refined proposal for Academic Program and Administrative Office Analyses. Following a brief discussion, Dr. Carnes made a motion, seconded by Dr. Renfroe, and

unanimously approved to communicate SGEC favor of the proposals, which includes the creation of two task forces.

Proposal for Revision of Grievance and Due Process Policy into two policies: a Grievance Policy and a Due Process Procedures

Dr. Carnes made a motion and Dr. Renfroe seconded the motion to present the Due Process Procedures proposal to the Faculty Senate as a faculty-only issue. The motion was approved unanimously. Dr. Carnes made a motion to present the Grievance Policy proposal to both the Faculty and Staff Senates. Due to the lack of a second, Dr. Thornell made a subsequent motion, seconded by Dr. Kinney, and unanimously approved, to present the Grievance Policy proposal to the Faculty/Staff Welfare Committee followed by the Faculty Senate and Staff Senate.

Policy on Consensual Relationships

Dr. Vaughn made a motion and Dr. Jacques seconded the motion to present this item to the Academic and Student Affairs Committee followed by the SGA and Staff Senate. The motion was approved unanimously.

Accommodating Individuals with Disabilities in the Digital Age

By consensus, it was determined that the publication will be shared with the Online Learning Advisory Committee, with the statement highlighted relative to law firms issuing demand letters to colleges and universities seeking claim settlement relative to compliance assistance, and with a message that emphasizes the need for expediency in developing a policy which brings the University into compliance.

Approval of Committee Replacements

Relative to a replacement on the Curriculum Committee for completion of the last year of the three-year term (2014-17) of Keith Lindley who left UNA employment, Dr. Brommer reported that due to the lack of a nomination, this recommendation will come at next month's SGEC meeting. Dr. Brommer made a motion and Dr. Renfroe seconded the motion to recommend to President Kitts the appointment of Kellie Winkles to complete the term of Laura Williams (expiring 2019) on the Curriculum Committee, since Laura has been appointed to another committee and the appointment of Lisa Clayton to the Faculty Development Leave Committee as the COEHS rep to assume the position vacated by Ann Dillon upon her retirement. The motion was approved unanimously.

Comments from Constituent Representatives

For the SGA, Sarah Green reported the following: SGA went through a rebranding exercise this summer and launched new social media outlets; UPC has met to plan Homecoming, Mane Month, and tailgating efforts; and the first SGA meeting of the fall semester will be held on Thursday of this week. For the Faculty Senate, Dr. Brommer reiterated the report by Dr. Lee

and emphasized that the Promotion and Tenure policy revision will be the major action item of the year in which by the third week of September, the proposal will be presented to the faculty one last time for feedback followed by an open forum in October, with hopes for completion by the end of the fall semester. For the Staff Senate and Administration, there were no reports.

On motion by Dr. Renfroe, the meeting adjourned at 3:50 p.m.

Dr. Marilyn Lee, Immediate Past Chairperson