

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF JANUARY 22, 2014
3:30 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3:30 p.m. on Wednesday, January 22, 2014, in the UNA Board Room. The following members were present: Ms. Brittany Leach for Ms. Laura Giles; Dr. Vagn K. Hansen; Dr. Daniel L. Hendricks; Ms. Jennifer S. Irons; Dr. Wendy Darby for Dr. Kristy Oden; Dr. Lesley Peterson; Dr. John Thornell; Ms. Melissa Thornton, also serving as proxy for Bret Jennings; and Dr. Brenda Webb. Dr. Larry W. Adams, Chairperson, presided.

Call of Meeting to Order

Chair Adams called the meeting to order.

Recognition of Proxies

Chair Adams recognized Brittany Leach as proxy for Laura Giles and Wendy Darby as proxy for Kristy Oden.

Approval of the Agenda

The agenda was approved by consensus on motion by Dr. Webb and second by Dr. Peterson. The motion was approved unanimously.

Approval of the Minutes of the Meeting of December 2, 2013

The minutes were approved by consensus on motion by Ms. Leach and second by Ms. Thornton.

Report from the Chair

As a reminder, Dr. Adams provided the meeting dates for the remainder of the semester. The remaining items on the Chair Report were action items as noted below.

Local Administrative Privileges and Network Computer Monitoring Policy

Dr. Thornell made a motion and Ms. Leach seconded the motion to return the proposed Local Administrative Privileges and Network Computer Monitoring Policy to the Technologies Advisory Committee with a request that the committee consult with representatives of the three (3) Senates relative to concerns expressed with language on the use of computers for personal gain, with specific edits offered as examples. The motion was approved unanimously.

Request to Review Distance Learning Policy

Relative to Tina Hubler's request at the December Faculty Senate meeting for a review of the policy regarding acceptable options for administering exams, Dr. Thornell made a motion and Ms. Leach seconded the motion to refer the request to the Distance Learning Advisory Committee asking that the committee investigate the issue of student verification, to include a consultation of policies used at other institutions. The motion was approved unanimously.

Environmental Services Promotion Proposal Update

Chair Adams informed committee members that this item was removed from shared governance consideration since it is a procedural rather than policy proposal and is presently under consideration by the Executive Council. This was an information item that required no action from the Committee.

Information Item: Changes in Chapters 2 and 6 of the Faculty Handbook to reflect revised titles for Assistant Vice President for Business Services and Assistant Vice President for Human Resources and Affirmative Action

Chair Adams informed the committee that the aforementioned titles, as approved by President Cale, have been changed where noted in the Faculty Handbook. This was an information item that required no action from the Committee.

Position Title Changes in Faculty Handbook/Shared Governance Document

In an effort to keep the aforementioned documents current, by consensus Renee' Vandiver was given permission for making position title changes in the Faculty Handbook and/or Shared Governance Document as they may be revised and approved by the President in the future.

Effective Date for Committee Voting Privileges in Revised Shared Governance Document

Dr. Thornell made a motion and Ms. Leach seconded the motion to designate the first day of the 2014 fall semester as the effective date for committee voting privileges as revised recently in the Shared Governance Document. The motion was approved unanimously.

Sections 2.3.2 and 2.9 of the Faculty Handbook – required transcripts; Section 2.4.2 of the Faculty Handbook – clean-up language on tenure-track/non-tenure-track; Section 2.3 of the Faculty Handbook – faculty employment procedures; Section 3.5 of the Faculty Handbook – research and consulting activities

Ms. Leach made a motion and Dr. Webb seconded the motion to present these requests to the Faculty Senate as faculty only issues. The motion was approved unanimously.

Sections 2.5.4, 2.5.5, and 2.8.1. of the Faculty Handbook – clean-up language on tenure, appointment renewal, and University Ombudsman

Ms. Leach made a motion and Dr. Darby seconded the motion to consider this item as editorial for presentation to President Cale for approval. The motion was approved unanimously. A friendly amendment accepted by all was to add the word “may” before “have been treated unfairly.”

Request from Scott Infanger for a review of the International Programs/Offerings Committee Charge and consideration of a UNA Study Abroad Policy Proposal

Dr. Thornell made a motion and Ms. Leach seconded the motion to forward this request to the International Programs Offering Committee for review and recommendations as to the committee’s role in administering the study abroad program, and any additional resources needed for its operation. The motion was approved unanimously.

Comments from Constituent Representatives

For the SGA, there was no report. For the Staff Senate, President Thornton reported that the first newsletter of the Staff Senate was issued this week. For the Faculty Senate, President Peterson reported that the Faculty Attitude Survey should be issued in February or March. For the Administration, Dr. Thornell reported that airport interviews for the position of Vice President for Business and Financial Affairs will take place this Friday and next.

On motion by Dr. Darby and second by Ms. Leach, the meeting adjourned at 4:30 p.m.

Larry Adams, Chairperson