

**SHARED GOVERNANCE EXECUTIVE COMMITTEE  
MINUTES OF THE MEETING OF NOVEMBER 18, 2013  
3:30 P.M., RABURN CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3:30 p.m. on Monday, November 18, 2013, in the Raburn Conference Room. The following members were present: Ms. Laura Giles, Dr. Vagn K. Hansen, Dr. Daniel L. Hendricks, Ms. Jennifer S. Irons, Mr. Bret Jennings, Dr. Kristy Oden, Dr. Lesley Peterson, Ms. Melissa Thornton, Ms. Darlene P. Townsend, and Dr. Brenda Webb. Dr. Larry W. Adams, Chairperson, presided.

Call of Meeting to Order

Chair Adams called the meeting to order.

Approval of the Agenda

The agenda was approved by consensus.

Approval of the Minutes of the Meeting of November 4, 2013

The minutes were approved by consensus.

Report from the Chair

Dr. Adams reported on the following topics from the Faculty Senate meeting: the Senate approved revisions to section 3.2.7 of the Faculty Handbook (overloads) and sections 2.5.3. and 2.5.4 of the Faculty Handbook (guidelines in portfolios); senators were asked to take the following back to their departments: proposed policy on faculty and staff computer rights and computer monitoring and section 3.14 and Appendix 3D of the Faculty Handbook (revisions to faculty performance review); and the following will appear on the agenda of the next Faculty Senate meeting: revisions to Appendix 4A of the Faculty Handbook (salary schedule) and revisions to section 2.5.3 and Appendix 2B of the Faculty Handbook (notification of intent to apply for promotion) – one concern was that the timeline should include a date by which the department chair would confirm eligibility to the potential applicant. Dr. Adams also reported that confusion has generated on whether the Environmental Services Promotion proposal is a procedural or a policy change, and the SGEC can expect a statement from the Faculty/Staff Welfare Committee so that closure can be reached. In the meantime, a proposal on that topic is being presented to the Executive Council for consideration.

Staff Positions on Shared Governance Executive Committee

While reviewing the proposed revised Shared Governance Document, Mr. Jennings made a motion and Ms. Irons seconded the motion to revise sentence three in paragraph four under D.IV as follows: Staff nominated to the SGEC ~~should~~ **must** be full-time **permanent** staff with shared governance experience. The motion was approved unanimously.

Consideration of SG document language that prevents students from serving in vice chair/chair positions on SG committees

Dr. Oden made a motion and Ms. Irons seconded the motion to approve the proposed statement but instead place it as the third sentence of paragraph two under B.3 of the Shared Governance Document. The motion was approved unanimously.

Revised Shared Governance Document

Ms. Giles made a motion and Mr. Jennings seconded the motion to submit to President Cale for approval the revised Shared Governance Document, as amended above. The motion was approved unanimously.

Consideration of Staff Senate recommendations for additions to the MAC and Parking/Traffic Committees (and clarify if these appointments made at mid-year are the first year in the 3-year term)

Ms. Thornton made a motion and Ms. Giles seconded the motion to recommend to President Cale the appointment of Ms. Joy Daly as a voting staff at large member on the Parking and Traffic Committee, Ms. Julie Fletcher as a voting Office of Student Engagement staff member on the Multicultural Advisory Committee, and Ms. Echo Yang as a voting Office of International Affairs staff member on the Multicultural Advisory Committee, with this year serving as the first year of a three-year term for all three appointments. The motion was approved unanimously.

Request from the Department of Mathematics via the Faculty Senate for revisions to the Final Exam Schedule

Dr. Webb made a motion and Ms. Townsend seconded the motion to consider this an item to be reviewed by the Academic and Student Affairs Committee. The motion was approved unanimously.

Request from the Department of Mathematics via the Faculty Senate for revisions to the method of Early College grade reporting

Dr. Hansen made a motion and Dr. Webb seconded the motion to consider this an item to be reviewed by the Academic and Student Affairs Committee. The motion was approved unanimously.

Proposed revisions to sections 2.5.3 and 2.5.4 of the Faculty Handbook – departmental and/or college performance guidelines

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

## Comments from Constituent Representatives

For the SGA, Ms. Giles reaffirmed the idea that students should not serve in vice chair/chair roles on committees because the student elected to serve as Vice Chair of the Parking and Traffic Committee has learned of her acceptance to an intern program next semester. In addition, Ms. Giles announced a financial literacy class being held on Tuesday of this week and the following items will come before the SGA at the meeting this week, which is the last meeting of the semester: smoke-free resolution, proposal on SACS Standard 4.8, and freshman residency requirement. There was no report from the Staff Senate. For the Faculty Senate, President Peterson reported that with regard to the proposal on SACS Standard 4.8, the Faculty Senate approved two of the recommendations and a portion of the third as Senators thought the wording of the 2<sup>nd</sup> recommendation was ambiguous. They were concerned that, based on this, they might be expected to post an announcement earlier than reasonable: e.g., sometimes a student can see his/her course on Angel before the instructor can even see it, and this may be long before they're ready to, for instance, post the syllabus containing the required announcement. For the Administration, Dr. Hendricks reported that the University has received a \$1 million gift for the science and technology building, the donor of which shall remain anonymous at this point, and Dr. Hansen reported that UNA's Drum Line won the national championship Drum Line Battle at the Percussive Arts Society International Convention on Friday, November 15, in Indianapolis, Indiana, defeating Indiana University, University of Michigan, and Lamar University while the Pride of Dixie band was one of only four university bands in the country invited to perform their field show at the Bands of America Grand National Championships, also in Indianapolis.

The meeting adjourned at 4:15 p.m. on a motion and second.

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Larry Adams, Chairperson