

**SHARED GOVERNANCE EXECUTIVE COMMITTEE  
MINUTES OF THE MEETING OF APRIL 14, 2014  
3:30 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3:30 p.m. on Monday, April 14, 2014, in the UNA Board 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, Dr. John Thornell, Ms. Melissa Thornton, Ms. Darlene 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

Upon motion by Dr. Webb and second by Ms. Irons, an amended agenda was unanimously approved. The agenda was amended to add item 6.D., Recommended Practices for Full-Time Faculty at the Instructor Rank for Reappointment Application.

Approval of the Minutes of the Meeting of March 17, 2014

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

Report from the Chair

Dr. Adams reported that the Research Committee elected by e-business a Vice Chair, Dr. Cameron Gren, who will become Chair in 2014-15. He also announced that the SGEC presented four names for the Presidential Search Advisory Committee and the Board of Trustees may have a special called meeting in April to formulate the committee.

Response from Distance Learning Advisory Committee to DL Policy on Administering Exams

Excerpt from 1-22-14 SGEC minutes: 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.

Since the report from the DL Advisory Committee revealed that UNA meets or exceed federal requirements, Dr. Thornell made a motion and Dr. Webb seconded the motion to accept the report as is and forward it to Educational Technology Services to investigate (1) the requirements of UNA's policy due to concerns with third party providers and (2) the software solutions of Acxiom and BioSig-ID. The motion was approved unanimously.

COAD Vacancies on Shared Governance Committees

Ms. Townsend made a motion and Dr. Oden seconded the motion to recommend to President Cale the COAD nominations for 2014-15 committees. The motion was approved unanimously.

Section 2.5.3 and Appendix 2B – addition of Promotion Recommendation Form

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

Sections 2.5.2, 2.5.3, and Appendix 2B – alteration of timeline and effective date of faculty promotions

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

Recommended Practices for Full-Time Faculty at the Instructor Rank for Reappointment Application

Dr. Hansen made a motion and Dr. Webb seconded the motion to present this item to the Council of Academic Deans for a recommendation. The motion was approved unanimously.

Comments from Constituent Representatives

For the SGA, President Giles reported on the following: transition in the office of SGA President, SGA resolution for an increase in the student activity fee, success of fully funding the SGA endowed scholarship, SGA Fountain 5K, status of smoking ban proposal, and her future role as an SGA senator. For the Staff Senate, President Melissa Thornton reported on the Staff Attitude Survey and the status of the Staff Senate bylaws revisions, to include a revision in terms of service. For the Faculty Senate, President Peterson announced the following: Faculty Senate nominees to the Presidential Search Advisory Committee, Faculty Senate nomination of committee vacancies at the May 1 meeting, and Faculty Senate approval of the following revised Faculty Handbook language changes: required transcripts and curriculum development. In addition, she provided an information item on a Title IX resolution. For the Administration, Dr. Hendricks congratulated the SGA on the funding of the SGA endowed scholarship which will be lion matched.

On motion by Ms. Giles, the meeting adjourned at 4:45 p.m.

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Larry Adams, Chairperson