

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF SEPTEMBER 21, 2015
3:30 P.M., BIBB GRAVES CONFERENCE ROOM**

The Shared Governance Executive Committee met at 3:30 p.m. on Monday, September 21, 2015, in the UNA Board Room. The following members were present: Dr. Greg Carnes, Dr. Sarah Franklin, Ms. Jennifer Irons, Mr. Bret Jennings, Dr. Katie Kinney, Mr. Nick Lang, Dr. Kristy Oden, Mr. David Shields, and Dr. Molly Vaughn. Dr. Scott Infanger, Vice Chairperson, presided. Dr. Dan Hendricks attended as a guest.

Call of Meeting to Order

Vice Chair Infanger called the meeting to order.

Approval of the Agenda

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

Approval of Minutes of Meeting of September 8, 2015

The minutes were approved unanimously on motion by Dr. Carnes and second by Mr. Jennings.

Report from the Chair

On behalf of Chair Lee, Dr. Infanger presented a Chair's Report which required no action from the Committee. In addition, Dr. Infanger reported on the following: (1) in the monthly meeting with President Kitts, he expressed support for two separate Q&A sessions, one with employees and one with students, to have discussions with both groups on issues of interest; and (2) the President has authorized the establishment of a Military and Veterans Services Task Force as a trial with the establishment of a committee, if desired, to come through the shared governance process.

Proposed Revisions to Appendix 2.A of Faculty Handbook – Policies Concerning Adjunct Faculty

Dr. Franklin made a motion and Dr. Oden seconded the motion to consider these items approved as editorial for presentation to President Kitts for approval. The motion was approved unanimously.

Request from IPO Committee to add the Study Abroad Coordinator as a Non-Voting Member

Dr. Franklin made a motion and Dr. Vaughn seconded the motion to recommend to President Kitts the appointment of the Study Abroad Coordinator as a non-voting member of the International and Programs Offerings (IPO) Committee and for the said change to be included in the revised Shared Governance Document. The motion was approved unanimously.

Revised Shared Governance Document

Dr. Oden made a motion and Dr. Franklin seconded the motion to recommend the revised Shared Governance Document, to include the IPO Committee revision noted above, to President Kitts for approval. The motion was approved unanimously.

Request for New Committee to Examine Center for Teaching and Learning (CTL) Proposal

Prior to the vote on this issue, Dr. Thornell was invited to the meeting to answer questions about the proposal in which he clarified the following: a benchmark for year three of the QEP is the creation of the CTL with physical space to be housed in the Learning Resource Center across from Educational Technology Services, and the charge to the committee will include, among other things: the development of a mission statement, determination of the services that will be provided, how the CTL will be supported monetarily, recommendation of a person to serve as director, gathering of feedback from faculty on what they would like to see in the CTL, and creation of the charge for the CTL. Mr. Shields made a motion and Dr. Carnes seconded the motion to recommend to President Kitts the appointment of a new committee to examine the Center for Teaching and Learning proposal with the addition of Dr. Gabriela Carrasco because of her work as chair of the university task force on the course/faculty evaluation mechanism and with the clarification of whether the intended proposed membership of Amber Hunt is Andrea Hunt or Amber Paulk. The motion was approved unanimously.

Comments from Constituent Representatives

For the SGA, Mr. Lang reported the following: comprehensive sexual assault campaign is underway, a concert will be held on Saturday following the football game, and the paw prints on Court Street were repainted this past Sunday. For the Staff Senate, Dr. Vaughn reported the following: midpoint salary letters to staff members have been issued, discussions will begin on next steps in the Staff Salary Plan, Staff Senate Bylaws revision is underway, and Police Chief met with Staff Senate in its most recent meeting. For the Faculty Senate, Dr. Franklin reported the Faculty Senate will meet next week with a full agenda. For the Administration, Dr. Carnes reported that a revised promotion and tenure document is forthcoming from the COAD; Mr. Shields reported that the Executive Council looks forward to the Q&A session and EC is collecting data on the good and bad of the semester start-up and welcomes feedback; and guest Dr. Hendricks reported that the new UNA car tags are available for purchase and provided information on donor cultivation.

The meeting adjourned at 4:15 p.m.

Scott Infanger, Vice Chairperson