UNA Shared Governance

Shared Governance Executive Committee meeting

Minutes for October 10, 2011

1. *Meeting Called to Order*

Chair Richard Statom called the Shared Governance Executive Committee Meeting to order

on October 10, 2011, at 3:30 p.m.

1. *Agenda*

The agenda was approved.

1. Minutes

The minutes of the September 26, 2011, meeting were approved. They were presented to the committee with a typographical error identified prior to the meeting.

Attendees: Larry Adams, Uchenna Akalonu, Kevin Jacques, Ethan Humphres, Vagn Hansen, Sandy Loew, David Shields, Richard Statom, John Thornell, Darlene Townsend, and Brenda Webb. Mike Thompson served as a proxy for Brad Peeden. A quorum was present.

1. *Report from the Chair*

Richard Statom reported actions taken on the

* proposal received from Dr. Birdie Bailey, Dean of the College of Nursing and Allied Health, concerning allowing nursing students to wear honor cords at graduation—It was sent to the Commencement Committee on 10/4/2011;
* use of proxies by non-voting members (R. Vandiver) SGEC voted on 9/26/2011 to require proxies for voting committee members and allow proxies for students and non-voting members.—The edited proposal was sent to President Cale on 10/6/2011;
* request for additional members on the Food Service Committee—The proposal was sent to President Cale on 10/6/2011; and
* proposal from the Vice-President of Academic Affairs and Provost (VPAA/P) concerning membership of the faculty Development Leave Committee—The proposal was sent to President Cale on 10/06/2011.

1. *Unfinished Business*

* Faculty and Staff Welfare Committee Proposal--to delete items 2 and 3 from their charge (in progress) The SGEC will review the progress of getting this into the By-laws of the Faculty and Staff Senates.
* Changes to Shared Governance Document (Reviewed and Discussed)—No issues were identified.

1. *New Business*

* Service Learning Work Group Proposal—The Academic and Student Affairs Committee proposed that the Service Learning Working Group is placed within the committee for a period of five years. The SGEC approved this proposal as a recommendation to the President.
* Faculty Research/Development Policy Proposal –The VPAA/P proposed, through the Council of Academic Deans, to revise Section 3.10 of the Faculty Handbook. Dr. Thornell reviewed the proposed document for editorial changes. The Business Office will allow funds to become open-ended until a notification of closure is given. The SGEC committee articulated that typically, these funds affect faculty rather than staff. The Faculty Senate will receive this information to edit the Handbook to include changes. By consensus, the SGEC agreed that the proposal will be forwarded to the Faculty Senate.
* Graphic Standards Proposal--Faculty and Staff Senates approved the proposal. Staff Senate members raised questions about consequences of not following the standards. The SGEC recommended that this proposal is forwarded to the President. The SGEC agreed to forward the Staff Senate inquiries to the Graphic Standards Committee to provide insight and comments.

1. *Comments from Constituent Representatives*

*SGA*

* Reported that student activity in the Recycle program is adopting the initiative from students’ perspectives—Kick-Off November 15.
* The SGA is also studying the feasibility of goals set.

*Staff Senate*

* Haley Brink was selected as a nominee to the Multicultural Committee.
* Distance Learning information was approved by the Staff Senate.

*Faculty Senate*

* Faculty Development Leave—presented to Senate as an Information Item.
* Information on Distance Learning—sent out for review
* By-laws reviewed

*Administration*

* No reports.

1. *Adjournment*

The meeting was adjourned.

Respectfully submitted,

Brenda H. Webb

October 24, 2011