Shared Governance Executive Committee

Meeting Minutes

December 5, 2011

Chair Richard Statom called the meeting of the Shared Governance Executive Committee to order on December 5, 2011, at 3:30. Attendees were: Larry Adams, Uchenna (Ralph) Akalonu, Kevin Jacques, Vagn Hansen, Ethan Humphres, Sandee Loew, Brad Peeden, David Shields, Richard Statom, Darlene Townsend, and Brenda Webb. A quorum was present.

The agenda for the meeting was approved. The minutes for the meeting of November 21, 2011 were corrected and then approved. The phrase “will be sent” in item # 2 of the New Business section was deleted due to redundancy. The minutes should read as follows:

*New Business*

2. Protocol for External Faculty and Staff Searches. The SGEC determined that it is desirable to have the final language of changed or new policies (which received approval through the Shared Governance process) reviewed by appropriate bodies before submitting such changes to the Faculty and/or Staff Handbooks. Approved policies will be reviewed for clarity only. A case in point—the SGEC voted to send the approved Protocol for External Faculty and Staff Searches Policy ~~will be sent~~ to the Faculty Senate to review the language for clarity.

*Report from the Chair*

Richard Statom reported:

1. The Early Scholars Program Proposal. The proposal was approved by the Staff Senate and the SGA on 11/28/2011; the Faculty Senate is considering amendments.

Discussion of the SGEC included the proposed average grade required for continued participation in Early College (proposed new label for the Early Scholars Program).

1. Proposal to Establish Reporting of the Last Date of Attendance (LDA) of Students who fail to receive a Passing Grade. Language possibly addressing this issue is in the Faculty Handbook in Section 5.2.

“Faculty members are required to maintain records of student attendance for academic reasons and for the reports required for compliance imposed by the veterans Administration, for compliance with federal student “financial aid”…”

*Unfinished Business*

There was no unfinished business.

*New Business*

1. Retroactive Withdrawal Proposal. On December 2, 2011, the Faculty Senate President, Darlene Townsend, requested a 30-day extension to address this issue. The holiday break interferes with the 45-day review period. An extension was approved by SGEC Chair, Richard Statom, on 12/2/2011.
2. Review Period Extension Requests. By consensus, the SGEC agreed to allow the Chair of the Committee to grant extension requests made by constituent groups when it is deemed unavoidable. The chair will notify members of the committee of the extension and the rationale.

*Comments from Constituent Representatives*

SGA

 No Report

Staff Senate

 No Report

 Faculty Senate

 The Faculty Senate is in discussion concerning the Retroactive Withdrawal Policy; there is planned discussion with the Council of Academic Deans.

 Administration

 No Report

*Announcements*

The next meeting of the SGEC will be on January 23, 2012.

Respectfully submitted,

Brenda H. Webb

1/23/2012