UNA Shared Governance

Executive Committee Meeting Minutes

February 6, 2012

Chair Richard Statom called the Shared Governance Executive Committee (SGEC) meeting to order on February 6, 2012, at 3:30 p.m. in the Board Room. Attendees were: Uchenna (Ralph) Akalonu, Kevin Jacques, Ethan Humphres, Sandee Loew, Brad Peeden, David Shields, Richard Statom, John Thornell, Darlene Townsend, and Brenda Webb. A quorum was present.

The agenda was approved as presented. The minutes of the February 23, 2012, meeting of the SGEC were approved following typographical editing suggestions. The minutes should read: a) *Chair Report* 11/8/2011; b) *New Business* # 1 …was deemed by the Council of Deans…; and c) *Comments from* *Constituent Representatives* (QEP).

*Report from Chair*

 Richard Statom reported:

1. Transient Enrollment Policy. Proposal from the Academic Deans to revise the Transient Enrollment Policy. *This proposal was sent to the Academic and Student Affairs (ASA) Committee on 11/8/2011. Approved by the ASA Committee on 11/29/2011. The document was then sent to the Senates and SGA on 1/26/2012.*
2. Study Abroad Proposal. Proposal from the IPO Committee routed through the Council of Academic Deans to revise a policy to govern Study Abroad programs. *This proposal was sent to the Faculty Senate on 1/26/2012. At the request of the IPO Committee, the Faculty Senate permanently postponed the proposal on 2/2/2012.*
3. Modification of Residency Requirements for Graduation. Proposal from the VPAA to modify the Academic Procedures and Requirements section of the Student Handbook to change the current residency requirements for graduation from a specific number to a percentage. *This proposal was sent to the ASA Committee on 1/26/2012.*
4. Retroactive Withdrawal Policy. *This proposal was modified by the Faculty Senate on 2/2/2012 and was sent to the office of the VPAA*.

*Unfinished Business*

There was no unfinished business.

*New Business*

 *Actions on Proposals*

1. Extension of Thanksgiving Break. Proposal from the Student Government Association (SGA) to extend the current Thanksgiving Break to a full week. *The SGEC approved forwarding the Resolution 12-01 from the SGA to the ASA committee.*
2. Creation of an Ad-hoc Committee. Request from President Cale for approval to create as Ad-hoc Committee to address issues concerning Kilby School. *The SGEC unanimously supported the President’s request.*
3. Modifications to the Faculty Handbook. Proposal from the Faculty Senate to Modify the Faculty Handbook—Sections 2.5.1 and 2.5.2. *The SGEC approved the action to send this document to the VPAA’s Office as a faculty only concern.*
4. Review of Shared Governance Document. The SGEC was requested to review the Shared Governance Document with a particular focus on the role of Vice-Presidents. *The SGEC agreed that this process will begin with a likely outcome of proposed changes.*

*Other Business/Announcements*

1. In response to a question concerning Publication of Faculty Search Guidelines from the VPAA‘s office, there was discussion on whether changes would appear in the Employee Handbook or the Faculty Handbook, or both*.* Additional discussion includedavailable on-line information and approval processes. *By consensus, the SGEC determined that faculty search policies should appear in the Employee Handbook and the Faculty Handbooks. Additionally, the SGEC proposed, by consensus, that the Office of Diversity and Institutional Equity (ODIE) should review on-line search approvals.*
2. David Shield shared that the University Police is now involved in a regional program using dogs to detect bombs—the only University in the south involved.

*Comments from Constituent Representatives*

*SGA President*

1. Ralph Akalonu reported on recent student activities including: Miss UNA competition and Step Sing. He announced that students will again participate in Higher Education Day Rally in Montgomery on March 1. He encouraged faculty to work with students so that they may attend this annual event.
2. There is an effort on the part of SGA to reactivate the Judicial Branch so that it becomes more effective.

*Staff Senate*

President of the Staff Senate, Ethan Humphres indicate that there was no report from the Senate. The next meeting is scheduled for Monday, February 13.

*Faculty Senate*

President Darlene Townsend shared thatFaculty Senate discussions had included a) Kilby Laboratory School issues, b) input on Honor Cords, a computer policy, and the Faculty Attitude Survey.

*Administration*

Dr. Thornell shared:

1. President Bill Cale, VPAA and Provost John Thornell, and Vice-President David Shields plan to visit Kilby’s PTO meeting, February 7, 2012, to clarify the process of reviewing financial issues associated with Kilby.
2. March—Opening for the George Lindsey Black Box Theater
3. UNA contracted with Gary Baker’s Music Production Company to support the Music Entertainment programs for a period of five years.
4. UNA has developed a partnership with NW-Shoals to provide a dual enrollment process which allow students to complete Associate Degree requirements at Shoals while attending UNA. This is a Reverse Transfer of Credit Hours.
5. SACS on site team will visit campus from February 28-March 1. A focus on the QEP is planned for Tuesday and Wednesday with the Exit Interview scheduled for Thursday.

By consensus, the meeting was adjourned.

Respectfully submitted,

Brenda H. Webb 2/20/2012