Faculty Senate Meeting Agenda
Virginia Dare Room, Alumni House

3:00 Convene Meeting and Remarks
Andrea Hunter, Faculty Senate Chair

3:05 Provost Remarks
Dana Dunn, Provost and Executive Vice Chancellor

3:15 Minutes of April 4, 2018 [Enc. A]
Brad Johnson, Faculty Senate Secretary

3:20 Faculty Senate Website Launch
Jaysen Buterin, Online Creative Designer, UNCG Online

3:30 Faculty Assembly Report [Enc. B]
Anne Wallace, Faculty Assembly Delegate, and Immediate Past Chair of the General Faculty and Faculty Senate

Resolution #FS05022018/1: “To Support UNC Faculty Assembly’s Resolution 2018-1 on Diversity and Inclusion, and the Autonomy of UNC Campuses in the Development, Staffing, and Management of Diversity and Inclusion Programs”
Anne Wallace, Immediate Past Chair, Faculty Assembly Delegate [Enc. C]

3:50 Alignment of UNCG Endowment with Institutional Values
Olav Rueppell, Senator & Liaison to the Sustainability Council

4:00 Resolution #FS05022018/2: Resolution to Approve Elimination of A+ Grade Option [Enc. D]
Joi Bulls, Chair, Academic Policies and Regulations Committee

4:30 Faculty Senate Elections
Stoel Burrowes, Chair, Elections Committee [Enc. E]

4:45 Government Committee report of non-substantive changes [Enc. F]
Steve Yarbrough, Chair, Government Committee

4:50 Announcements and Adjournment

Upcoming Events:

Doctoral Hooding Ceremony
Thursday, May 3, 2018

Commencement Greensboro Coliseum
Friday, May 4, 2018

Refresments are available at 2:30 p.m. for Senators to meet and greet faculty colleagues.

NOTE: We encourage Senators, non-voting faculty and visitors to speak upon being recognized by the Senate Chair.

Sign Language Services provided as needed and requested (please allow 72 hours) by:
Communications Services for the Deaf and Hard of Hearing.
Contact: 336-275-8878, or the Faculty Senate Office, 336-334-5345/mlwolfe@uncg.edu
Faculty Senate Meeting Minutes  
Wednesday, April 4, 2018  
3:00pm-5:00pm  
Virginia Dare Room, Alumni House  
pending approval at the May 2, 2018 meeting

Convene Meeting and Remarks  
Andrea Hunter, Chair of the General Faculty and Faculty Senate

My name is Andrea Hunter, and I am affirmed by the pronouns she, her, and hers; and I am the Chair of the Faculty Senate and the General Faculty, and I now Call this Meeting to Order.

With a full agenda, I will keep my opening remarks brief. Today’s meeting is very much “the sequel” for the Academic Policies and Regulations and Faculty Government Committees, which are bringing forward resolutions for our consideration. As I mentioned at our last meeting, our Faculty Senate Committees are a vital part of our work as a Senate, and play a critical role in university-level faculty governance, and it just bears reminding about all of the committees that support us and provide faculty leadership (see chart).

Approval of March 14, 2018 Minutes (Enc. A)  
Brad Johnson, Secretary of the Faculty Senate

- Brad noted correction to first paragraph, “David Sprinkler” was changed to “David Sprinkle”
- No further corrections
- Minutes passed.

Provost Remarks  
Dana Dunn, Provost & Executive Vice Chancellor
● Provost Dunn congratulated the Senate on the work it did over 3 meetings regarding the mandate on curriculum given by the Board of Governors
● Provost shared the motivation behind this mandate was to assist students to achieve their degrees in a timely manner
● Provost acknowledged the hard work of Senate leadership and Senators with processing all the necessary information in order to reach a decision
● Provost shared hope that we would revisit the General Education requirements again in the future as part of a continued effort to improve our services
● Recent Board of Governors’ meeting yielded a few items:
  ○ UNCG’s request for fee increases were all approved: fee increases were kept to a minimum--total institution increase was at 3%
    ■ Governors wanted to create a taskforce of looking at combining tuition and fees together into one cost
    ■ Provost reminded us that fee income can be carried over from year to year while tuition can not
  ○ Task force created at the last meeting to look at issues of diversity and inclusion in response to the campus survey sent to all UNC system schools looking at campus resources devoted to diversity and inclusion
  ○ There has been a decision to request from legislature to remove the tuition surcharge for students
● Provost is not certain of the timeline for a decision to be made on this request
  ■ Institutions have been asked how much net income they receive each year on the tuition surcharge
● At May Board of Governors’ meeting there will be a discussion about AP credit and the level at which AP credit would be accepted (score of 3 on tests)
  ○ Provost shared that programs and depts should be prepared to have data to justify why an AP score of 3 would not be acceptable in making sure students are prepared for a given subject matter
● Senator requested clarification of surcharge
  ○ Provost shared that surcharge is exercised when students pass a certain number of total credit hours
  ○ This decision came from the Board of Governors--possibly from Office of Strategic Initiatives from the UNC System office

Resolution #FS04042018/1: To Approve the Elimination of the A+ Grade Option (Enc. B)
Wade Maki, Senator & Liaison to the Academic Policies and Regulation Committee
● PowerPoint shared and discussed by Wade
● This policy has been in place since 2006, when A+ for undergraduates was worth 4.33 but capped the overall GPA at 4.0
● Annual customization costs equal $20,000-$30,000 in BANNER costs currently
● APRC asked to review several options
  ○ Keep A+
  ○ Eliminate A+
  ○ Change to 4.3 grading scale
● UNCG is unique among UNC and peer schools
● Different system for graduate and undergraduate--Undergrad would have A+ while Graduate would not
● Gary Rosenkrantz shared that in 2005-2006 academic year saw the original A+ policy was created
○ Student government leaders came to Gary (who was Faculty Senate Chair at that time)
○ Students argued that there were +/- grades for other grades and that a grade of A should be treated the same
○ Gary asked if SGA has been consulted about this change since the SGA was the reason why it was originally created—feels it would be good to consult with the student constituency before this policy goes through

● Wade shared that the decision was to eliminate the A+ option for consistency and cost effectiveness
● Wade read the resolution for the Faculty Senate
● Discussion was called for
○ What happens to students who have already earned 4.3 in courses
  ■ Michael Gaines (Registrar) shared that it would take effect now and would not affect anything already done
○ Student (also representative of SGA) shared personal story sharing his desire to keep the A+ option instead of eliminating it
  ● One of his biggest reasons for not transferring and remaining at UNCG was the presence of the A+ grading option
○ Senator asked if any peer institutions had the cap at 4.0 but allowed the 4.3 grading option
○ Senator pointed out that the A+ grading system as it now stands would be helping second-tier students be perceived as top-tier students
○ Student shared perspective that eliminating this option could be removing future support from alumni, due to less long-term earnings
○ Senator shared that the $20-30,000 doesn’t seem like a huge expense (essentially, $1/student)
  ■ A+ is a recruitment tool in this Senator’s experience
  ■ Also helps our seniors to get into competitive programs for further educational study
○ Senator asked if there is data on how many students have received A+ over the years
  ■ Wade shared that data wasn’t provided on how many A+ grades were given (Registrar confirmed data not readily available)
  ■ Wade also shared he wasn’t sure if faculty knew of the A+ option to begin with
○ Senator pointed out the discrepancy among depts. within UNCG who do offer A+ option in terms of competition for honoraria’s, scholarships, etc. within the UNCG community
○ Senator shared that the 2006 decision to implement the A+ policy was a tie and the Chair had to break the tie
  ■ Shared concern that the cost should not be a factor in making a determination of if we keep or eliminate the A+ option
  ■ Wade shared that he is not aware of what student groups were consulted but that there is typically a student member involved in the committee work, which is provided for by the Constitution
○ Senator shared that he had a student who shared that this policy was discussed at a SGA meeting
  ■ SGA student representative shared that he was not aware of any conversation happening related to this policy
Senator asked how many students get a grade of A+ a year and asked for further clarification about the grade cap and the A+

- Senator clarified that getting somewhat of a grade inflation and our top students are losing the ability to distinguish themselves
- Senator shared that if students have not been given the opportunity to provide input on this policy/resolution that they need to have the opportunity to do so
- Senator shared concern that she didn’t really know if the A+ essentially helps students in further graduate study or not
- Audience member shared that as former student, she worked hard to maintain 4.0 GPA and had a semester where she earned a B but had other semesters where 4.3 was earned that would help her maintain a 4.0
- Senator suggested could we make A+ a 4.0 instead of 4.3
  - Also acknowledged merit that no other UNC system school does this given faculty at those institutions
- Senator made argument that A+ actually hurts students; grad schools looking at transcripts might immediately jump to conclusion that grade inflation is occurring
- Senator reiterated the need for information on how many A+s are being given out as well as how often the grade cap is being activated
- Student audience member shared that some graduate schools reduce any inflation that might be present at institutions in their grading scales

● Andrea shared that we can move to table the resolution or call the vote
  ○ Motion made and seconded to table the motion
    - Wade shared that the committee would set up meeting with SGA president as well as data gathered from the Registrar’s office
      - Senator asked that data information be broken down by Schools
    - Senator asked if there would be a different result with data and how would this information affect our thinking
      - Another Senator shared concern about voting on a policy without enough information (data) as well as given the concerns from the students we have heard from today
    - Senator asked if there is any way to capture data on how A+ helps students applying for graduate student

● Andrea shared that we are running short on time in the semester for a full-scale survey of students
  ○ Asked the Senate for suggestions that would more fully inform their decision on this matter be sent to Joi Bulls, Chair of the APRC

● Andrea called for the vote to table the resolution
  ○ 21 Aye
  ○ 4 Nay’s
  ○ Andrea also reminded the Senate that we need to be prepared to vote on this policy at the May meeting

*View resolution on Page 9*

Resolution #FS04042018/2: To Revise and Combine the Constitution of the General Faculty and the Bylaws of the Faculty Senate into a Single Document (Enc. C)

Steve Yarbrough, Chair, Faculty Governance Committee
- Steve presented a PowerPoint
- Steve shared that we are in our 5th year to do an overall evaluation of our Constitution
numerous alterations to the Constitution over the years have produced some areas of inconsistency, redundancy, and incoherence

Because of the way the Constitution is currently organized, it is very difficult to locate the passages relevant to the governance issues

Faculty Government Committee believes the ad hoc committee’s work would work to combine the Bylaws and Constitution

We are currently the only Senate in the UNC system that is currently set up the way we are.

There are references to the bylaws for both Faculty Senate and the General Faculty, but there have ever only been Bylaws for the Faulty Senate

Merged the Officers for both General Faculty and Faculty Senate

Overall, put the old Bylaws of the Constitution and made them Article III of the new Constitution and named this to “Bylaws of the Faculty Senate”

 Steve noted the one big change is that before, the General Faculty had a Chair, Secretary, and Parliamentarian while the Senate had a Chair Elect, Chair, Past Chair, Secretary, and Parliamentarian; and, all but the Secretary was the same person.

 Steve then read the Resolution to the Senate

 Anne Wallace, Past Chair, proposed small changes to the Resolution about the chair and chair-elect and first- and second-year term responsibilities (see amended resolution)

 Also see same paragraph--Senate should say Secretary (See amended resolution)

 Motion made and seconded for the above changes; passed unanimously

 No further discussion on the resolution

 Andrea called for vote of the resolution as amended

 Resolution unanimously passed

 Resolution #FS04042018/3: To Amend and Approve the Faculty Accessibility Policy (Enc. D)

 Wade Maki, Senator & Liaison to the Academic Policies and Regulation Committee

 PowerPoint by Wade

 August 31, 2016 Senate Meeting Minutes was first call for this policy to be looked at

 December 7, 2016, Senate meeting discussion occurred, where sample policies and faculty survey was shared

 April 5, 2017 the APRC brought the Faculty Accessibility Resolution to the Faculty Senate, which was tabled at that time

 April 7, 2017 Senators were surveyed on the policy

 April 17, 2017 Heads and Dept. Chairs were surveyed

 April 1, 2017 Senate Chair updates Senate via email with results for all surveys; Chair sought volunteers to consult with Provost over summer in order to have something in place for Fall 2017

 August 1, 2017 Provost announces the Faculty Accessibility Policy.

 August 23, 2017 Faculty Senate Chair notifies APRC of faculty questions about new policy

 September 18, 2017 Faculty Senate Chair asked APRC to collect data on policy impact

 End of Fall 2017, APRC surveys over 300 faculty and chairs

 March 14, 2018 meeting reported findings from the Faculty Accessibility Policy Pilot Survey.

 Why do we need a policy?

 Set student expectation for access
Clarify expectation for Faculty
Provide Chairs with policy to hold people accountable to
Communicate what we do to external stakeholders

- Spring 2017 Chairs Survey showed that departments do not have an established policy (56%)
- Would university-wide office policy.
- Wade shared Faculty Senate Survey data from Spring 2017
- What policy requires
  - Communicate means of access in syllabus
  - Keep record in dept. Program office
  - Hold 3 offices hours/week
- APRC Survey conclusions
  - Pilot policy is not creating hardship
  - Significant support for policy among chairs
  - Many faculty already meet/exceed standard
  - Some confusion with maximum office hours, online impact, etc.

- Why are we voting on this?
  - existing policy has not been formally endorsed by the Senate
  - Opportunity to recommend improvements to the policy--being the voice of the Senate
- Wade read the Resolution to the Senate
- Discussion from the floor
  - Senator asked about full-time faculty being referred to and does this include part-time faculty or graduate students who also teach
    - Wade shared that requiring office hours would also require them to have offices and didn’t think UNCG had the ability to provide offices for everyone
    - Senator shared that this is odd given the number of part-time faculty we have, especially if we feel this is an important issue of students
  - Senator asked about difference for face-to-face and online courses: shared there was a very strict rule for face-to-face faculty but less strict for online faculty--shouldn’t there be comparable policies for both types of courses?
    - Wade shared in original version last year, the same amount of time for both types of classes were mentioned but this became an issue from that meeting
    - Senator shared the policy feels punitive for face-to-face faculty versus online faculty
    - Wade shared that the issue with online, it didn’t make sense to require online faculty to sit in a chat room for 3 hours; committee decided to broaden accessibility
    - Wade shared that the committee didn’t want to get into micromanaging online office hours
    - Provost asked if we insert one word (equivalent) into the policy to more balance expectations between face-to-face and online courses
  - Senator shared need to make recommendations for other means of being available (technology) for students who need to speak with them
    - Suggested making a change of requiring an appointment during specified office hours as well as making more specific requirements for response in terms of technology means (respond to email within 36 hours, for example)
○ Senator shared concern that some departments and expectations for meetings and service wouldn’t be feasible for establishing consistent office hours each week
  ■ Is this becoming too prescriptive
○ Provost asked if it would be possible to include statement on syllabi that professors were providing equivalent number of hours that one is available
  ■ Provost acknowledged the nature of work of different faculty, making provisions for the number of hours in the syllabus and the different commitments faculty members have
○ Senator shared faculty could publish a link to one’s Google calendar so students can see when faculty are available to meet
○ Senator shared their surprise that the Senate is still considering this policy
  ■ Senator motioned for a change--drop the “Whereas” clauses 3-6, which jointly raise the implication that students are clamoring for faculty to be accessible when he sees no evidence that faculty, in general, are not accessible
    ● Andrea said we would table this aspect of the motion
○ Andrea brought the Senate back to considering the multiple amendments to the policy to call a vote for endorsement
○ Anne Wallace noted that the Senate knew the policy would be discussed, material distributed prior to the Senate Meeting, etc. and that we’re not asking for unanimity but some broad means for this to be addressed by faculty
○ Senator motioned amendment to insert the word “equivalent” for online faculty teaching courses in terms of providing means of access as appropriate
  ■ Motion seconded
  ■ Discussion
  ■ Motion and seconded were removed
○ Senator motioned adding “equivalent” to “provide equivalent access as appropriate…”--last paragraph of resolution
  ■ Motion seconded
  ■ Andrea called for vote; 1 Nay; amendment passed
○ Senator motioned for students to be required to make an appointment during office hours: “before “In instances” sentences, students are required to make appointments during these hours
  ■ Wade asked if this motion changed the spirit of the policy
  ■ Motion was seconded
  ■ Discussion
    ● Senator concerned about the wording and the requirement for students to make appointments--change to “instructors may require students to make appointments”
  ■ Original motion and seconded motion was withdrawn; new motion is that “instructors may require students to make appointments”
○ Andrea asked to extend the meeting because we are currently at 5:00pm
  ■ Motion passed to extend the meeting for discussion
○ Provost shared that some concerns shared by students that there are many first-generation college students at UNCG who are uncomfortable reaching out to professors
  ■ A strong message was sent to them when faculty shared their office hours and may be more open to approaching the faculty
○ Senator shared that we seem to be using general policy to address concerns of only a few on campus
Senator restated motion: “instructors may require students to make appointments during scheduled hours”

- Motion seconded
- Discussion
- The maximum requirement is 3 office hours for faculty… Faculty may require students to make an appointment during these office hours. In instances…”
- Vote called: 5 Ayes; 17 Nay’s; motion to amend does not carry

Senator motioned to drop “Where As” clauses 3-6

- Motion seconded
- Discussion
  - Anne Wallace asked about reasoning for removing the clauses--shared she sees the clauses are discussion the process for the resolution and not claiming that there is a problem with faculty
  - Senator responded that clause 5 about the survey, didn’t want there to be an indication about a problem at the University when there may not be an actual problem or significant data to support there being a huge problem
- Vote called: 0 Aye’s Nay’s--no ayes in support of the amendment

Andrea called for vote for resolution as amended

- 19 Ayes
- 3 Nay’s
- Resolution carries

*View resolution on Page 11*

**Announcements & Adjournment**
- Stoel Burrows will be sending out an email about upcoming elections
- Party! Faculty Senate Celebrates 25 Years
  - Tuesday, April 10, 2018, 5pm-7pm at the Chancellor’s Residence
  - Shuttle provided from Weatherspoon Art Museum
  - RSVP by April 3, 2018
- Meeting of the General Faculty
  - Wednesday, April 18, 2018, 3pm-5pm in the Virginia Dare Room of the Alumni House
  - Quorum is needed for this meeting
- Next Meeting of the Faculty Senate
  - Wednesday, May 2, 1018, 3pm-5pm in the Virginia Dare Room of the Alumni House

Respectfully submitted,
Brad Johnson
Secretary of the Faculty Senate

Pending approval at the May 2, 2018 Faculty Senate Meeting
Resolution #GF04182018/1:
Resolution to Approve Elimination of A+ Grade Option

Joi Bulls, Chair, Academic Policies and Regulations Committee

WHEREAS, Faculty Senate passed a resolution in 2006 to alter the grading scale to include an A+, which equals to 4.3 while capping the GPA at 4.0 in order to assist high achieving students with maintaining a 4.0 GPA by having A+ grades offset A- grades, and

WHEREAS, the university is updating their system that pertains to the grade scale, which provides an opportunity to review previous policies, and

WHEREAS, the existing system involves customized software with additional costs estimated at 20 to 30 thousand dollars per year to maintain, and

WHEREAS, the existing grading scale applies to undergraduates but not graduate students resulting in two different grading systems at UNCG, and

WHEREAS, the APRC reviewed options and determined that for consistency and cost effectiveness the A+ grade should be eliminated, therefore

BE IT RESOLVED, that the Faculty Senate endorses the letter grade A (4.0) as the highest-grade option for undergraduates at UNCG, which eliminates the letter grade option of A+ (4.3).

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<th>Faculty Senate Action/Date:</th>
<th>Tabled due to time constraints 4.4.18</th>
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<tr>
<td>Faculty Senate Action/Date:</td>
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<td>Chancellor Action/Date:</td>
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<td>General Faculty Action/Date:</td>
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<td>Board of Trustees Action/Date:</td>
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<td>UNC GA Action/Date: / BOG Action/Date:</td>
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Implementation of Resolution: The Faculty Senate will collaborate with the Office of the Provost to notify affected persons and offices to coordinate the update of printed, electronic forms, and publications.
A+ policy background

In 2006, Faculty Senate passed a resolution to alter the grading scale to include A+ worth 4.33 points and the overall cumulative GPA is capped at a 4.0 (see original resolution). For example, if a student in her first year received an A+ in two classes, she technically has earned a 4.33 GPA but the system will cap her cumulative GPA to a 4.0. This capping method is a customization in Banner. In moving to Banner 9, there is a financial concern of creating and maintaining an add-on to utilize these capping methods.

Therefore, the Registrar’s Office and Provost asked the APRC to evaluate the A+ calculation, which has given the APRC an opportunity to evaluate this 2006 policy. In considering the A+ policy, the APRC evaluated four main options:

● Eliminate A+ and keep the rest of the grading scale the same (in essence how graduate school grading is done)
● Keep A+ but have it valued at 4.0 quality points (which in essence is an A)
● Keep the A+ and change our grading scale from a 4.0 to a 4.3
● Or continue with the current grading scale

In reviewing each option, the following points were raised:

● The Registrar’s Office did a cost analysis and noted that it will take $20,000 - $30,000/year to maintain the 4.33 A+ grade while capping the GPA to a 4.0.
● There were concerns raised that the reasons behind the original resolution and the purpose for adding the A+ can look like grade inflation
● We have two different grading systems, one for graduate students and one for undergraduate students. It seems that it would be best to have one grading scale.
● Based on our peer institutions there is only one university (Georgia State University) that has a 4.3 scale and no UNC institutions that have a 4.3 for an A+

Based on this information, the APRC recommends eliminating the A+ option and follow the grading scale below:

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<td>B</td>
<td>3.0</td>
<td>C</td>
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</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>C+</td>
<td>2.3</td>
<td>D+</td>
<td>1.3</td>
<td>F/WF</td>
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Resolution #GF04182018/2:
To Revise and Combine the Constitution of the
General Faculty and the Bylaws of the Faculty Senate into a Single Document

Stephen Yarbrough, Chair, Faculty Government Committee
*AS AMENDED

WHEREAS the Constitution of the General Faculty establishes the Faculty Senate as its “legislative arm” (ARTICLE I, Section 2.2) and asserts that “the legislative powers of the General Faculty are vested in a Faculty Senate, whose power is defined and members elected according to the principles set forth in ARTICLE II, Section 3”; and

WHEREAS the current Bylaws of the Faculty Senate are written as a separate document from the Constitution, so that an Article I and Article II exists in each document, and reference to the provisions of the two documents is difficult and confusing; and

WHEREAS the Senate Bylaws and the Constitution often cross-reference one another, but the numbering and lettering of the Constitution and Bylaws of the Faculty Senate are in different styles, making the reference to the documents difficult and confusing; therefore,

BE IT RESOLVED that (1) the Bylaws of the Faculty Senate shall be merged with the Constitution of the revised version of the Constitution, and Article III: Amendments to this Constitution of the current version shall become Article IV: Amendments to this Constitution of the revised version; and (2) that the headings and subheadings of the revised version shall be renumbered so that they are consistent throughout; and

BE IT FURTHER RESOLVED that (1) all internal references within the revised Constitution shall be altered to match its new organization; and (2) other minor changes shall be made to maintain internal consistency with the changes listed above and to reduce redundancy (e.g. phrases such as “Constitution and Senate Bylaws” shall become simply “Constitution”); and

WHEREAS Article I, Section 9, of the Constitution makes provisions for the adoption of Bylaws of the General Faculty “for the purpose of conducting its business,” yet no Bylaws of the General Faculty exist or have ever existed, and references to such Bylaws occurring in the Constitution may be easily misread as references to the Bylaws of the Faculty Senate; therefore,

BE IT RESOLVED that (1) all references to Bylaws of the Constitution, including (2) Article II, Section 12: Faculty Senate Bylaws, which allows the Senate to adopt Bylaws, shall be removed; and

WHEREAS one provision for the amendment of the Faculty Senate Bylaws resides in Article II, Section 12, of the Constitution, and no further provisions for its amendment reside in the Faculty Bylaws, while provisions for the amendment of the Constitution reside in Article III of the Constitution; therefore,
BE IT RESOLVED that (1) the revised Article IV: Amendments to this Constitution shall be divided into two sections, one on amending the Constitution proper (revised Articles I, II, and IV) and one on amending the Bylaws of the Faculty Senate (revised Article III); and (2) that the provisions in the current Constitution’s Article II, Section 12, concerning amendments to the Bylaws of the Faculty Senate shall be moved to the revised Article IV.B and one provision to IV.B shall be added to make it clear that Senate amendments to the revised Article III: Bylaws of the Faculty Senate go into effect without the approval of the General Faculty but remain subject to subsequent modification or rejection by the General Faculty; and

WHEREAS the current Constitution provides that the Chair of the General Faculty shall be the Chair of the Faculty Senate (I, Section 5.2) and be elected by the Senate according to the provisions of the Faculty Senate Bylaws, but the Secretary of the General Faculty shall be elected from its own membership (I, Section 5.3) and the Parliamentarian of the General Faculty shall be appointed by the Chair (I, Section 5.4), yet it provides that “the Faculty Senate shall elect the Chair, Chair-Elect, and Secretary” (II.4.2) of the Senate and the Chair shall appoint the Parliamentarian of the Senate (II.1.4), making it possible for there to be two Secretaries and two Parliamentarians, one each for Senate and General Faculty meetings; and

WHEREAS the current Constitution provides that the Officers of the General Faculty “shall consist of a Chair, a Secretary, and a Parliamentarian” (I, Section 5.1), but that the officers of the Senate “shall consist of a Chair, Chair-Elect, Past-Chair, and Secretary” (II, Section 4.1) so that the Parliamentarian of the General Faculty is an officer, but the Parliamentarian of the Senate is not an officer; and the General Faculty has no Chair-Elect or Past-Chair; and

WHEREAS the current Constitution was amended in 2013 to provide a two-year term for the Chair, without specifying who shall fulfill the duties of the Chair-Elect during the first year of the Chair’s two-year term; therefore,

BE IT RESOLVED that the officers of the Faculty Senate shall be made identical to the officers of the General Faculty, and (1) the current Article II, Section 4: Officers of the Faculty Senate shall be moved to the revised Constitution’s Article I.E: Officers of the General Faculty; and (2) the roles of the Chair-Elect and the Past-Chair shall be clarified, so that in the first year of the Chair’s term the Past-Chair shall fulfill the same duties that the Chair-Elect now performs in the second year of the Chair’s two-year term, and (3) the roles of the Secretary and Parliamentarian shall be clarified to reflect that they now serve both the Senate and the General Faculty; and (4) the section on Officers of the Senate in the revised II.D shall be reduced to state simply that the officers of the General Faculty shall be the officers of the Faculty Senate; and

BE IT FURTHER RESOLVED that (1) “Filling Vacancies on the Faculty Senate” (in the current Faculty Senate Bylaws, Article II, Section 6.1 and 2; in the revised Constitution, Article II.F) shall be revised so that it is clear that these provisions don’t apply to officers, and that (2) provisions for replacing officers (in the current Article II, Section 6.3 and 4) of the revised Article I.E: Officers of the General Faculty, shall be moved to Article II of the revised Constitution, clarifying the provisions for the replacement of resigned officers, now that the Chair has a two-year term and there is not always a Chair-Elect; and
WHEREAS neither the Constitution nor the Bylaws of the Faculty Senate make provisions for who shall preside over meetings of the General Faculty or the Faculty Senate in the absence of the Chair;

BE IT RESOLVED that text shall be added to the revised I.E. to indicate that the Chair-Elect or the Past-Chair may preside over meetings of both the General Faculty and the Faculty Senate in the absence of the Chair; and

WHEREAS it has been resolved above that the officers of the Senate and the officers of the General Faculty shall be identical, and

WHEREAS the current Bylaws of the Faculty Senate provide for the Faculty Senate Elections Committee to “conduct elections to fill all elected offices and elected committee positions of the Faculty Senate” (Article II, Section 1), yet they also provide for the Committee on Committees to “preside over elections for the Secretary of the General Faculty” (Article II, Section 2), so that if the officers of the General Faculty and the officers of the Senate are made identical, a conflict will exist; therefore,

BE IT RESOLVED that the charge to the Committee on Committees (revised III.B.2.b.ii) shall be altered so that it no longer presides over the election of the Secretary of the General Faculty, leaving the Senate Elections Committee (revised III.B.1.a) to conduct the elections of all the officers; and

WHEREAS the current Bylaws of the Faculty Senate have provisions for taking minutes at Senate meetings, but the current Constitution has no provisions for taking minutes at General Faculty meetings;

BE IT RESOLVED that the provisions in the current Bylaws of the Faculty Senate for taking minutes of Senate meetings (Article II, Section 10) be moved to the new Article I.J: Minutes of General Faculty Meetings (changing references to the Senate to references to the General Faculty) and the provisions for taking minutes for Senate meetings (II.J) shall be reduced to say simply that they are the same as for the General Faculty meetings; and

WHEREAS technology not available at the time the Constitution was first produced now allows the use of hyperlinks within a document; therefore,

BE IT RESOLVED that a table of contents shall be added to the revised Constitution having hyperlinks to the major headings of the Constitution, that references made within the Constitution to documents external to the Constitution may be hyperlinked, and that such a table of contents and such hyperlinks shall not be considered part of the Constitution, and therefore shall not require approval through amendment by the Faculty Senate, General Faculty, or the Chancellor, but may be amended by the Secretary upon the approval of the Faculty Government Committee; therefore,

BE IT FINALLY RESOLVED that the Constitution of the General Faculty and the Bylaws of Faculty Senate shall be revised to become a single, more consistently structured document, as follows (see attached document):

| Faculty Senate Action/Date: Corrected & Approved 4/4/2018 | Effective Immediately following all required approvals. |
| Chancellor Action/Date: 4/17/18 | Implementation of Resolution: The Faculty Senate will collaborate with the Office of the Provost to notify affected persons and offices to Coordinate the update of printed, electronic forms, and publications. |
| General Faculty Action/Date: Approved 4/18/2018 | |
| Board of Trustees Action/Date: | |
| UNC GA Action/Date: / BOG Action/Date: | |
Resolution: #FS03142018/3

Resolution to approve reduction in General Education Requirement to facilitate alignment with the UNC Board of Governors 120 Credit Hour Policy for 4-year Baccalaureate Programs

Joi Bulls, Chair, Academic Policies and Regulations Committee

ADOPTED AS AMENDED

WHEREAS, December 15, 2017 the Board of Governors (BOG) approved a policy mandating a 120-credit hour maximum for 4-year baccalaureate programs with the expectation that UNC campuses will be in alignment by Fall 2019¹; and

WHEREAS, UNC Greensboro has a 122-credit hour minimum for graduation (instituted in 1978 to accommodate Physical Education credits), and is one of only four campuses (Appalachian State, UNC Wilmington, and UNC School of the Arts) for whom all programs are above the 120-credit hour policy mandate; and

WHEREAS, the BOG policy indicates “[a]n institution with compelling reasons as to why a program’s requirements must exceed 120 semester credit hours may petition to have an exception approved by its board of trustees. Compelling reasons include, but are not limited to: programmatic accreditation standards; licensure requirements; and other state, federal, or professional regulations” however, such exemptions are expected to be rare; and

WHEREAS, after deliberation, the Faculty Senate requested that the General Education Council (GEC) prepare a proposal to reduce general education requirements by 3-credit hours to facilitate meeting the BOG policy; and

WHEREAS, such a reduction in the general education requirements for most programs will result in meeting the BOG 120-hour policy², and for the remaining, not eligible for exemption, will decrease the number of electives or major credit hours that programs must cut; therefore,

BE IT RESOLVED that the Faculty Senate approve reductions in the general education requirements, as proposed by GEC³, which include a 3-credit hour reduction in Humanities and Fine Arts, Natural Science, and Social and Behavioral Sciences that allows students to take two additional courses (6 s.h.) from among the Natural Sciences (GNS), Social and Behavioral Sciences (GSB), Literature (GLT), Fine Arts (GFA), and Philosophical/Religious/Ethical Perspectives (GPR) categories. The courses selected must be from two different categories, and if the additional course is from the Natural Sciences (GNS) category, it must have a prefix different from the first Natural Sciences (GNS) course;⁴ and

BE IT RESOLVED that the Faculty Senate approves a 3-hour reduction in general education requirements that eliminates the one additional course in Humanities and Fine Arts from one of the following: Literature (GLT), Fine Arts (GFA), Philosophical/Religious/Ethical Perspectives (GPR).

BE IT FURTHER RESOLVED that as UNC Greensboro is engaged in a general education self-study, these changes in the general education requirements should be revisited no later than the Spring Semester 2020, if not already superseded by the adoption of other recommendations by the General Education Self Study Task Force.

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¹ See Agenda Item A-3, Meeting of the Board of Governors, Committee on Educational Planning, Procedures, and Programs, Committee on Strategic Initiatives, University of North Carolina, December 15, 2017.
³ David Carlone, Chair, General Education Council, personal communication (letter) regarding GEC proposal rationale, February 26, 2018.
⁴ GEC proposed reduction in general education requirements.
Spoma Jovanovic, Faculty Assembly Delegate

Faculty Assembly
4/20/18

Resolutions were unanimously approved:

- For Junius Gonzales’ work at the UNC system (he's leaving for a Provost position in NY).
- For Kelley Ann Gregory, administrative support for Faculty Assembly (she's not leaving; this was an expression of support of her good work).

Gabriel Lugo, Faculty Assembly Chair, Learning and Assessment

- Grades matter AND are meaningful, yet too often they are not regarded in assessment. Homework, quizzes, exams, papers, portfolios, and presentations are also important.
- WE NEED TO RECOVER THE RESPECT FOR GRADES that we assign.
- General Education Assessment is a system-wide process with enormous amounts of data being processed by “experts.” It’s arduous, but we can do it.

UNC President Margaret Spellings

- Harry Smith is running, unopposed, to be new BoG chairman (May meeting).
- Governor will release his budget on May 10, 2018. Spellings thinks we should be pleased with what he recommends including replenishment of recruitment and retention, modernization of data, and $20 million for university campus safety and training.
- A funding formula committee is preparing options (rather than having the legislature do it) for the budget committee to present to the legislature.
  - Funding formula now puts more money toward graduate education. Some think some of the campuses are therefore under-resourced.
  - Some want performance funding to be a much bigger part of the budget. Spellings says she’d like to see an incremental increase with that, not a bold increase.
- Reviewing now how chancellors should be hired. B of G wants more say in the final decision.
- Governance committee has surveyed all campus Boards of Trustees to consider how BoG might move some system responsibilities to them.
- Kim Van Noort will be filling in for Junius Gonzales upon his departure.
- Reviewing Advanced Placement policies—little uniformity within the system.
- Education technology, a major priority for the incoming Board Chair, will be a discussion item at the May meeting.
- Diversity and Inclusion Study to consider if we should centralize those functions will be presented at the May BoG meeting. Spellings thinks there is a greater understanding of the complexities, and that perhaps no major change is needed.
- Spellings has been touring the system to focus on the good work of the UNC system. The goal is to create a “college going culture.”
Q & A:
  - MS: Sure, recommend that.
- Isn’t performance funding model really a punitive funding model (if you miss targets, you get less money)?
  - MS: Yes, I’m very worried. The final arbiter is the legislature.
- Is there discrimination in the performance based funding model for institutions that have access in their mission?
  - MS: I think everyone will see how difficult this is and will eventually affirm that what we’re doing now is just fine.
- Concern about “special fees” for expensive, STEM and business disciplines. Isn’t it just a “shell” game by shifting costs to fees and thus limiting some students from being able to afford to pursue those disciplines?
  - MS: Some in the BoG want to collapse tuition and fees, which could mask the issues even further. They say they want transparency, but this may undermine that. Governor will ask for additional resources for some of smaller institutions (UNCA for example). Legislature would have to endorse it.

**Junius Gonzales, Academic Affairs**
- In his new NY office, he’ll have a view of Central Park.
- National education-related headlines
  - Fresno case—professor tweeted unkind words about Barbara Bush, following her death—people are upset and now want to talk about should restrictions be imposed on professor
  - Tennessee is rolling out free tuition for adult returning students.
  - It matters who teaches introductory courses—when PT instructors are in the front, they aren’t able to address all the other student questions and issues. You may see more unionizing of adjuncts.
  - Anatomy of STEM teaching in universities—big study funded by NSF examining the type of teaching in STEM classes and found more of “sage on a stage” with little effectiveness (*Science*, 3/30/18).
- Student Success
  - Degree completion improvement plans have been created for each campus—faculty should review. The system plan is: https://www.ncleg.net/documentsites/committees/jointAppropriationsEducation/2017%20Session/2017_03_21/4_UNC_Degree_Completion_Improvement_Plan.pdf
- Adaptive Learning Pilot led to discussion of Math Pathways to consider how to help students be more successful early on. ADVISOR ALERT: Encourage students to take math before the end of sophomore year.
- Recruitment and retention funds are helpful, BUT it doesn’t help with the low pay raises across for faculty and staff:
  - A faculty member wondered if we could seek ways to move some NTT to TT in certain cases. *UNCG Faculty Senate Committee to consider this?*
Part Way Home plan to bring back adult learners continues. Five institutions are offering complete online programs, working collaboratively via Alliance for Collaborative Education (ACE) including UNCG, ECU, Fayetteville, A & T, and NC Central.

OTHER: There is push from one BoG (a chiropractor) to establish a chiropractic school.

Drew Moritz, Legislative Update
- 2018 is a short session of 6 weeks (2017 is a long session, and that’s every other year, budgets are established for two years).
- So, we have a budget already, to be tweaked in the short session. Drew thinks there’s more money than anticipated in the state budget.
- Need more money from carry over and elsewhere for repairs and renovations.
- Work toward getting UNC employees treated like state government employees when legislature considers raises (rather than asking specifically for faculty raises).
- Policy issues that likely won’t be discussed in short session: pension and health plan reform; sexual assault/consent; fair treatment of student athletes; student disclosure (H.B. 90—truth in education about financial disclosure of costs).
- The House, but not the Senate, is interested in reinstating extra pay for MAs for K-12 teachers. Without Senate interest, it probably will not be addressed in short session.

UNCW Center for Teaching Excellence/UNC Academic Development Consortium
- UNCW Faculty Fellows (3rd year in place) is for faculty interested in leadership; meets monthly. Focus is on shared governance on the campus and in the system. Every member has an individual leadership project.
- UNCW’s effort is related to, but different than the UNC Academic Development Consortium that has a subcommittee for leadership development. Laura Pipe is the Vice Chair and contact for UNCG. Most of the programs do not include shared governance; UNCW suggests we should push for that at UNCG.

Andrew Kelly, Strategy & Policy
- 44% graduate in 4 years; correlated to finishing 60 credit hours in first 2 years. The question is how is important is summer school for ensuring 60 credit hours?
  - A pretty substantial number of students rely on summer school to stay on pace (mostly at end of junior year)—10% a year.
  - So, now want to encourage more students to take summer school (and perhaps put into the funding model, which it currently is not).
  - Budget priorities include $3.5 million for summer grants to offer free summer school (to target 3rd and 4th year students close to being on track).
  - There is some discussion to consider year-round teaching contracts.
Committee Reports:

Gabriel Lugo, Final Report as Chair
- Recap of the past year and the Faculty Assembly’s involvement in responding to state and federal issues (an impressively long list, already recapped in previous meeting minutes). Highlights: DACA resolution, Free Speech Policy opposition (lost) and revisions (ameliorating negative impact on faculty), Student Success input, SACS violations by BoG, and push back against centralizing diversity and inclusion offices. Chair of the Faculty Assembly will FINALLY be sitting at the table with BoG (nonvoting). And, he cries as he concludes.

Faculty Senate Chairs Committee
- More campuses are getting non-voting seats on campus BoT (not UNCG, yet).
- Working on shared services for internet and library across the system.
- Time to consider salary equity survey across the system.
- Common orientation for BoTs.
- We want a faculty governance Faculty Fellow in the system office.

HMI Caucus
- More coordinated effort is the pledge.

Faculty/Governance
- Focus next year is to get involved in policy decisions/making in advance of final drafts.
- Faculty Assembly will focus next year on developing annual products it could produce.
- Consider starting a statewide journal to disseminate faculty perspectives.
- Deeper training planned for all new Faculty Assembly delegates.

Finance
- Primary focus has been on faculty involvement with mitigating negative performance measures and replacing with positive incentives.
- Fred Parker (NCSU), Faculty Assembly Ex. Comm. member and chair of the FA Finance Subcommittee, now has a non-voting seat at the BoG Budget and Finance Comm. table.

Student Success
- Want to be involved in finding Junius Gonzales’ replacement (and what we would like to see the person prioritize).
Resolution # FS05022018/1

“To Support UNC Faculty Assembly’s Resolution 2018-1 on Diversity and Inclusion, and the Autonomy of UNC Campuses in the Development, Staffing, and Management of Diversity and Inclusion Programs”

Anna Marshall-Baker, Spoma Jovanovic, Andrea Hunter, and Anne Wallace

WHEREAS, the University of North Carolina at Greensboro (UNCG) has affirmed its commitment to health and wellness, vibrant communities, and global connections for student access, opportunity, and success; and

WHEREAS, in support of these aims, UNCG fully supports and values an inclusive community with visible and meaningful representation of diversity, and seeks to promote a climate of civility and respect, where diverse viewpoints and experiences are welcomed; and

WHEREAS, UNCG is committed to protecting the rights of all to ensure that each person in our community is empowered, valued and respected for their contributions to the mission of this university; and

WHEREAS, as a minority-serving institution, we embrace our role as serving a large, diverse student body and we are committed to our mission as providing access and opportunity for all; and

WHEREAS, individual campuses in the UNC system are best able to (a) assess their campus’ needs, (b) determine programs that advance their commitment to diversity and inclusion, and (c) demonstrate support for these values in ways that are locally meaningful;

BE IT RESOLVED that the Faculty Senate of the University of North Carolina at Greensboro endorse the UNC Faculty Assembly’s Resolution 2018-1 On Diversity and Inclusion (Appendix A) that affirms that decisions on what Diversity and Inclusion programs to offer and personnel required to sustain these programs be entirely managed at the individual campuses.

Faculty Senate Action/Date: Effective Immediately following all required approvals.
Chancellor Action/Date: Implementation of Resolution: The Faculty Senate will collaborate with the Office of the Provost to notify affected persons and offices to Coordinate the update of printed, electronic forms, and publications.
General Faculty Action/Date:
Board of Trustees Action/Date:
UNC GA Action/Date: / BOG Action/Date:

1, 2, 3 Equity, Diversity, and Inclusive Excellence, University of North Carolina at Greensboro, Retrieved from https://diversity-inclusion.uncg.edu/
Resolution #FS05022018/2:
Resolution to Approve Elimination of A+ Grade Option
Joi Bulls, Chair, Academic Policies and Regulations Committee

WHEREAS, Faculty Senate passed a resolution in 2006 to alter the grading scale to include an A+, which equals to 4.3 while capping the GPA at 4.0 in order to assist high achieving students with maintaining a 4.0 GPA by having A+ grades offset A- grades, and

WHEREAS, the university is updating their system that pertains to the grade scale, which provides an opportunity to review previous policies, and

WHEREAS, the existing system involves customized software with additional costs estimated at 20 to 30 thousand dollars per year to maintain, and

WHEREAS, the existing grading scale applies to undergraduates but not graduate students resulting in two different grading systems at UNCG, and

WHEREAS, the APRC reviewed options and determined that for consistency and cost effectiveness the A+ grade should be eliminated, therefore

BE IT RESOLVED, that the Faculty Senate endorses the letter grade A (4.0) as the highest-grade option for undergraduates at UNCG, which eliminates the letter grade option of A+ (4.3).

Faculty Senate Action/Date: Tabled due to time constraints 4.4.18
Chancellor Action/Date: 4/17/18
General Faculty Action/Date:
Board of Trustees Action/Date:
UNC GA Action/Date: / BOG Action/Date:

Effective Immediately following all required approvals.
Implementation of Resolution: The Faculty Senate will collaborate with the Office of the Provost to notify affected persons and offices to Coordinate the update of printed, electronic forms, and publications.
A+ policy background

In 2006, Faculty Senate passed a resolution to alter the grading scale to include A+ worth 4.33 points and the overall cumulative GPA is capped at a 4.0 (see original resolution). For example, if a student in her first year received an A+ in two classes, she technically has earned a 4.33 GPA but the system will cap her cumulative GPA to a 4.0. This capping method is a customization in Banner. In moving to Banner 9, there is a financial concern of creating and maintaining an add-on to utilize these capping methods.

Therefore, the Registrar's Office and Provost asked the APRC to evaluate the A+ calculation, which has given the APRC an opportunity to evaluate this 2006 policy. In considering the A+ policy, the APRC evaluated four main options:

- Eliminate A+ and keep the rest of the grading scale the same (in essence how graduate school grading is done)
- Keep A+ but have it valued at 4.0 quality points (which in essence is an A)
- Keep the A+ and change our grading scale from a 4.0 to a 4.3
- Or continue with the current grading scale

In reviewing each option, the following points were raised:

- The Registrar’s Office did a cost analysis and noted that it will take $20,000 - $30,000/year to maintain the 4.33 A+ grade while capping the GPA to a 4.0.
- There were concerns raised that the reasons behind the original resolution and the purpose for adding the A+ can look like grade inflation
- We have two different grading systems, one for graduate students and one for undergraduate students. It seems that it would be best to have one grading scale.
- Based on our peer institutions there is only one university (Georgia State University) that has a 4.3 scale and no UNC institutions that have a 4.3 for an A+

Based on this information, the APRC recommends eliminating the A+ option and follow the grading scale below:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Pts.</th>
<th>Grade</th>
<th>Grade Pts.</th>
<th>Grade</th>
<th>Grade Pts.</th>
<th>Grade</th>
<th>Grade Pts.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>B</td>
<td>3.0</td>
<td>C</td>
<td>2.0</td>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>B-</td>
<td>2.7</td>
<td>C-</td>
<td>1.7</td>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>C+</td>
<td>2.3</td>
<td>D+</td>
<td>1.3</td>
<td>F/WF</td>
<td>0.0</td>
</tr>
</tbody>
</table>
FACULTY SENATE ELECTIONS
May 2018
Nominations

UNIVERSITY PROMOTION AND TENURE COMMITTEE
Olav Rueppell (CAS)
Gavin Douglas (VPA)
Moses Acquaah (BRY)

SECRETARY
Bradley Johnson (EDU)

CHAIR-ELECT
Anthony Chow (EDU)
(See attached materials for review)
Nomination for the Faculty Senate 2018-2019 Chair-Elect

Anthony S. Chow, PhD
School of Education
Department of Library and Information Studies
Email: aschow@uncg.edu
Office: 336.303.8786
Fax: 336.334.4120
- 1300 Spring Garden St.
450 School of Education Building
Greensboro, NC 27402-6170

Department Website

Personal Website

Thanks again for considering me for faculty senate chair-elect and attached please find a head shot, CV, and brief statement:

My name is Anthony Chow and I'm completing my 12th year at UNCG. I am an associate professor in the Department of Library and Information Studies within the School of Education and my teaching and research areas include instructional technology, web design and user experience, social media, information seeking in digital environments, technology integration, and organizational leadership and management. I have a PhD in instructional design and
master's degree in educational psychology from Florida State University and a bachelor's degree in developmental psychology from San Francisco State.

I highly covet service as a way to be value-added and contribute to the benefit of others and pride myself in being active at department, school, university, state, and national levels. Highlights of my service experience at UNCG includes serving as chair of the UNCG internal grants committee (2013-2016), chair of the internal grants social and behavioral science subcommittee (2011-2013), a member of the UNCG committee on committees (2016 to present), and a member of the Division of Continual Learning Advisory Committee. At the school level, I currently am the SOE faculty assembly chair (2017-2018) and co-chair of our teaching excellence committee (2011-2018), and sit on the online learning committee. I also have served as the SOE director of online learning from 2013-2016 and SOE chair of the curriculum committee (2008-2011). On the state level, I sit on the executive committee and am co-chair of legislation and advocacy (2013-present) for the North Carolina Library Association. At the local community level, I am also a board of director for Communities in Schools and an advisory board member for HorseFriends.

Most importantly, I am married to my high school sweetheart (we celebrate our 25th wedding anniversary this summer) and have three wonderful children. I am honored and humbled to be considered for such an important role as faculty senate chair-elect and would serve in the position with distinction, commitment, and integrity. For me, there is no greater privilege than to help other people, especially through my research, teaching, and service; I consider being a faculty member at UNCG to be my ideal career and a true position of privilege with a clear mandate to help improve the quality of lives of everyone we serve.

To learn more about me please visit my website.

Please let me know if you need anything else or wish for me to reword anything.

Thank you again for the honor of being considered for this essential position.

Anthony

Anthony S. Chow, Ph.D.
2017 SOE Faculty Assembly Chair
Associate Professor
The University of North Carolina at Greensboro
Anthony S. Chow, Ph.D.
Associate Professor
Department of Library and Information Studies
The University of North Carolina at Greensboro
School of Education
❖
1300 Spring Garden St.
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336.303.8786
aschow@uncg.edu

Education


1992  B.A. Developmental Psychology (Cum Laude), Philosophy minor, San Francisco State University, San Francisco, CA.

Academic Experience
2014 -  **Associate Professor**
The University of North Carolina at Greensboro, Greensboro, NC.
Department of Library and Information Studies
Courses: administration and management, emerging technology, web design and usability, instructional technology, virtual communities, HCI and UX

2006 - 2014  **Assistant Professor**
The University of North Carolina at Greensboro, Greensboro, NC.
Department of Library and Information Studies

2012 – 2015 -  **SOE Director of Online Learning**
Establish online learning strategic directions for the School of Education including strategic planning, business activities (i.e. establishing funding model, marketing, identification, and allocation of resources), instructional design, course development, technology support, and assessment and evaluation.
2000-2006  **Research Associate**  
The Florida State University, Tallahassee, FL.  
College of Information  
Courses: usability, information needs and preferences, information technology management  

2004 – 2006 - **FSU COI Information Technology Director**  
Managed IT services for FSU’s College of Information, which involved both user services for 30 faculty and 800 students and oversight of college website. Supervised three full time staff, six graduate assistants, and 15 student workers working in the IT department, Web services, and user services help desk.  

2002-2006 - **FSU COI iLab Director**  
Founded the College of Information's user services department, help desk, and student community IT services and Web project program. Students were paired with community and professional organizations to develop websites and provide IT support.  

2002-2006 - **FSU COI Usability Center Director**  
Coordinated the College of Information’s usability center. Maintained equipment and conducted usability tests for students and clients.  

2002-2004 - **FSU Museum Lab Director**  
Directed innovative program that digitized select artwork from FSU’s three museums to be used for educational purposes by k-12 and university students. Designed website, managed Web developer, and oversaw operations.  

2000-2002 - **FSU Distance Learning Coordinator**  
Oversight of the School of Information Studies’ distance learning program, the largest program on campus with over 800 students. Managed three full-time employees and responsible for instructional design and technology support for faculty and staff and course technology, coordination, development, and troubleshooting.  

1992  **Teaching Assistant**  
The San Francisco State University  
Course: Asian American History  

1991  **Teaching Assistant**  
The Florida State University, Tallahassee, FL  
Course: Developmental Psychology
Research & Scholarly Activity

Peer-Reviewed Publications


Peer-Reviewed Proceedings


Chow, A. & Andrews, S. (2007). *A “Second Life”: Can this online, virtual reality world be used to increase the overall quality of learning and instruction in a graduate level distance learning program?* The Association for Educational Communications and Technology Annual Conference Proceedings.


**Conference Presentations**


Website Usability: Two Case Studies. A presentation at the North Carolina Library Association Biennial Conference, October 21st-23rd, 2015 in Greensboro, NC.


Chow, A. & Gray, P. (2012, October). Wired for Music (W4M) – Teaching STEM through the music of natural sounds. A paper presented at the Association for Educational Communications and Technology Annual Conference, October 31-Nov. 2, Louisville, KY.


Chow, A., Burris, C., Baity, C., Rachlin, D., & Howard, M. (2011, October). *To Fine or Not to Fine: This is the Question.* A paper presented at the bi-annual North Carolina Library Association conference, October 5-8, Hickory, NC.


Chow, A. (2010, August). *Usability and Interface Design,* A presentation at the Students and Technology in Academia, Research, and Service (STARS) Annual Conference, Orlando, FL.


Chow, A., Mui, Z, & Gavin, R. (2008, October). Quality Media Centers, Quality Schools - is there really a...


Chow, A. & Andrews, S. (2007, October). *A “Second Life”: Can This Online, Virtual Reality World Be Used to Increase the Overall Quality of Learning and Instruction in a Graduate Level Distance Learning Program?* Paper presented at the Association for Educational Communications and Technology Annual Conference, Anaheim, CA.


**Books**


**Book Chapters**


**Journal Reviews**

- Administration of Social Work
- ASLIB Proceedings

Anthony S. Chow CV (last revised 2.21.18) | Page 11
• Canadian Journal of Information and Library and Information Science
• Educational Research for Social Change
• IEEE Journal
• International Journal of Information Technology & Decision Making
• International Journal of Science and Society
• Journal of the American Society for Information Science and Technology
• Journal of Learning Spaces
• Learning and Individual Differences
• Library and Information Science Research
• Library Quarterly
• Sage Open Journal

**Editorial Board**

• Editorial Advisory Board of Journal of Global Education and Research (JGER) (2017 to present)
• Journal of Learning Spaces (2010 - 2016)

**Contracts & Grants**

$2,640,505. Jenkins, J. Nursing Education, Practice, Quality and Retention (NEPQR)-Registered Nurses in Primary Care (RNPC) Training Program: Academic-Practice Partnerships for Registered Nurses in Primary Care. HRSA grant application #153674, July 1, 2018-June 30, 2022. Serving as director of instructional design and technology for all curriculum and online training (pending).


$4,700.00 - To fine or not to fine: is punishment or reinforcement a stronger motivator for library patrons? UNCG New Faculty Grant (April 2009 to August 2010).
$24,000.00 - The STARS Alliance: Marketing and Evaluation (February 2010-January 2011)

$81,531.00 – The STARS Alliance: A Southeastern Partnership for Diverse Participation in Computing Extension (March 2008 – February 2010)

$45,100.00 – The STARS Alliance: A Southeastern Partnership for Diverse Participation in Computing (March 2007 – February 2008)

$500.00 - 2007 NSF AECT Junior Faculty Member Research Symposium Participant. Anaheim, CA. (One of 17 selected nationwide)

$2,000.00 - 2007 Leadership in Education for Asian Pacifics (LEAP) Leadership Training Recipient. Pomona, CA. (One of 50 selected nationwide; selected by chancellor to represent UNCG)

$4,743.00 – Usability Study for North Carolina Department of Public Instruction (January – April 2007)

$9,600.00 – Web Graphic Design & Information Architecture NSF funded Research Experience for Undergraduates (REUs; Fall 2006-Spring 2007)

$2,000,000.00 – Broadening Participation in Computing NSF Grant (January 2006-December 2008).

$35,000.00 – Web Design for the Tallahassee Museum (September 2005 – July 2006).

$30,000.00 – Web Design & Digitization for Governor’s Mansion Online Learning Resource Center (July 2003–2006)

$16,000.00 – Web Design & Project Management for Cuba Human Rights Project (July 2003 – 2006)

$7,000.00 – Web Design & Usability Engineer for Library without Walls Web Project (May 2004-2006)

$6,500.00 – Web Design and Usability Engineer for the College of Social Work (August 2005 – 2006)


$3,093.00 – Usability engineer and project manager for Interface Design Usability Evaluation (February-March 2004)

$1,790.00 – Usability engineer and project manager for netLibrary Interface Design Usability Evaluation (June 2003)

$18,500.00 – Performance Systems Analysis of Central Educational Center (May 2002 – Aug. 2003)

$17,000.00 – Web Design & Development for Information Institute (May 2001 – May 2004).

$10,000.00 – Instructional Design & Development LSTA Toolkit for Florida State Library System (December 2002 – December 2003)

$17,000.00 – Web Design & Development for Antarctic Research Facility (Recurring; February 2002 – 2006)

$8,000.00 – Web Design & Development for Museum Lab Project (May 2002 – May 2004)

$4,500.00 – Training Analysis of PATLive Training Program (May 2002 – June 2002).

Unfunded Grant Proposals


Anthony S. Chow CV (last revised 2.21.18) | Page 13
BioMusic Initiative for Middle Schoolers. NSF - Advancing Informal STEM Learning.
$94,000.00 - School Library Media Best Practices: Why are they not being implemented in schools? IMLS National Leadership Grant (October 2009 to September 2010).
$956,678.00 - School Library Media Best Practices: Cultivating the power of libraries, technology, and education through reflection, collaboration, and partnership (IMLS Leadership Grant)
$5,659.40 - The impact of an online media delivery system on teacher attitude, usage, and student learning outcomes (2007). Ingenta Research Award. Primary Investigator Anthony Chow

Service Experience

National
2018-present IFLA BSLISE Working Group
2015-present ALISE Pratt-Severn Faculty Innovation Award
2015-present ALISE Connie Van Fleet Award Committee
2015-2016 AECT Systemic Change Division Secretary/Treasurer
2014-2015 AERA Systems Thinking in Education Program Co-Chair
2013-2014 AECT Systemic Change Division President
2010-2011 AECT Systemic Change Board of Director
2008-2009 AECT Systemic Change Division Communication Officer
2006-2014 STARS Executive Board

State
2013-present Co-Chair, NCLA Legislative and Advocacy

Anthony S. Chow CV (last revised 2.21.18) | Page 14
2010-2012 North Carolina Advocacy Committee

**University**

2016-present Committee on Committees
2013-2016 MOOC Advisory Committee
2012-2013 University Benefits Committee
2012-2016 Division of Continual Learning Advisory Committee
2011-2016 UNCG Research Grants Committee (Chair); Social and Behavioral Sciences Subcommittee Chair (2011-2013)
2008-2011 UNCG Grievance Committee
2006-2009 UNCG Academic Regulations & Policy Committee
2006-2008 UNCG BELL (Building Entrepreneurial Learning for Life) Taskforce
2006 UNCG Library Re-visioning Taskforce
2005-2006 Faculty Service Learning Advisory Committee
2004-2005 Board of Advisor – FSU International Center

**School**

2017-2018 Faculty Assembly Chair
2016-2017 Faculty Assembly Chair-Elect
2013-present School of Education Online Committee
2009-present School of Education Teaching Excellence Committee (Co-Chair)
2012 - 2013 School of Education Technology SIG
2011 - 2012 School of Education Online Learning Ad-hoc Committee (Chair)
2007-2011 School of Education Curriculum Committee (Chair, Fall 2008 to Fall 2011)
2006-2014 School of Education Social Committee (Chair, Fall 2010 to present)
2007-2008 Executive Council member-at-large (voted by faculty)
2007 School of Education Web Developer Hiring Committee
2007 School of Education IT Consultant Hiring Committee
2006-2007 School of Education Director of Research Hiring Committee
2005-2006 FSU College of Information Undergraduate Program Team
2005-2006 Founder and Faculty Advisor, FSU Chapter of Association of IT Professionals (AITP)

**Department**

2016-present Curriculum Committee Chair
2013-2016 Recruitment & Admissions Committee
2010-2013 Instructional Student Services Committee (2010, Chair 2011-2012)
2008-2009 LIS Assessment Committee (Chair)
2006-2010 LIS Technology Committee
2006-2008 LIS Curriculum Committee (Chair, 2007-2008)

**Community**

2017-present Communities In Schools Board of Director

Anthony S. Chow CV (last revised 2.21.18) | Page 15
2018-present  HorseFriends Advisory Board Member
2010  Greensboro Public Library Advocacy Committee
2009  North Carolina National Advocacy Representative

Additional Professional Experience
2006-present  CEO, Strategic Performance Systems, LL.C.
1997-2001  Knowledge is Power, Inc. (Owner)
1999-2000  Manager, Quality Assurance and Training, Homes.com, Tallahassee, FL
1997-1999  Training Coordinator, Management Analyst, Florida Department of Revenue, Tallahassee, FL
1995-1996  Counselor and Research, Education, and Media Coordinator, Bay View Clubhouse, San Francisco, CA
1991-1994  Legal Assistant, Hancock, Rothert, & Bunshoft, San Francisco, CA
1989-1991  Marine Corps Officer Candidate, U.S. Marine Corps, Quantico, VA
1990-1991  Tutor Coordinator, AACE Tutoring Program, San Francisco, VA

Consulting
2016-2017  Consultant, LSTA Five-Year Evaluation – Alaska State Library
2016-2017  Consultant, Library Strategic Planning – Alamance County Public Library
2015-2016  Consultant, Library Strategic Planning – Bennett College Holgate Library
2015-2016  Consultant, Library Strategic Planning – Sandhill Regional Library System
2014-2015  Consultant, Library Strategic Planning – Hickory Public Library System
2014-2015  Consultant, Library Strategic Planning – Catawba County Public Library System
2014-2015  Consultant, Library Strategic Planning – Cleveland County Public Library System
2013-2014  Consultant, Library Strategic Planning – McDowell County Public Library System
2012-2013  Consultant, Library Strategic Planning – Orange County Public Library System
2012-2013  Consultant, Library Strategic Planning – Gaston County Library System
2012-2013  Consultant, Library Strategic Planning – Camden County Library
2012-2013  Consultant, Library Strategic Planning – Charlotte Mecklenburg Library System
2005-2014  Educational consultant, Seamlessed.com
2005-2007  Educational consultant, Quality School Assessment Instrument
2005-2006  Web design, Our e-bills.com
2004-2006  Tallahassee Museum
2004-2006  Educational researcher, Web designer– Georgia Department of Education CEC Dissemination Project

Additional Relevant Experience
1993-1994  San Francisco School Board Candidate, 1994, San Francisco, CA
1992-1996  Legal Assistant, Hancock, Rothert, and Bunshoft, San Francisco, CA
1992-1996  San Francisco Suicide Prevention Crisis Counselor, San Francisco, CA

Anthony S. Chow CV (last revised 2.18.18) | Page 16
1992-1996 Chinese American Democratic Club (Vice-president in 1993, President 1994), San Francisco, CA
1987-1988 Walk-on, University of Florida Football Team, Gainesville, FL

Professional Associations

- American Educational Research Association (AERA)
- Association for Library and Information Science Education (ALISE)
- Association for Educational Communications and Technology (AECT)
- American Society of Information Science and Technology (ASIST)
- North Carolina School Library Media Association (NCSLMA)
- North Carolina Library Association (NCLA)
- Phi Kappa Phi Honor Society

Notable Awards and Distinctions

- 2018 Nominated for School of Education Teaching Excellence Award
- 2017 ALA Best Journal Article Writing Award, Young Adult Library Services Association
- 2016 Nominated for School of Education Teaching Excellence Award
- 2013 Finalist for School of Education Teaching Excellence Award
- 2013 UNCG Division of Continual Learning (DCL) Faculty Fellow
- 2012 RUSQ Journal Featured Article
- 2011 School of Education Teaching Excellence Award
- 2011 Directory of Revolutionaries--Transforming Education Systems
- 2010 ALISE Best Paper Award Nominee (2 of only 13 papers selected)
- 2007 NSF AECT Junior Faculty Member Research Symposium Participant (One of 17 selected nationwide)
- 2007 Leadership in Education for Asian Pacifics (LEAP) Leadership Training Recipient (One of 50 selected nationwide; selected by chancellor to represent UNCG)
- 2005 FSU College of Information Teacher of the Year Award finalist
- 2005 Judge, Best of the Web competition (Center for Digital Education)
- 2004 Best of the Web Digital Education Achievement Award Winner
- 2002 Pi Lambda Theta Honor Society
- 2000 Phi Kappa Phi Honor Society
- 1998 Davis Productivity Award (Florida Department of Revenue)
- 1996-97 FSU College of Education Teaching Fellow
- 1994 San Francisco Suicide Prevention Volunteer of the Year
- 1987 Stan Dietrich Award Winner – senior high scholar/athlete of the year
FGC minor changes to Constitution
To announce to the Senate on May 2, 2018

Article IV.A.7 of the Constitution reads,

On an annual basis the Faculty Government Committee will review the Constitution of the Faculty, including the Bylaws of the Faculty Senate, for clerical or typographical errors and/or changes necessitated by approved changes to the University. Any such changes will be reported to the Faculty Senate and General Faculty.

Accordingly, the Faculty Senate has made the following changes to the Constitution:

At II.B.e: “School of Music, Theatre and Dance” changed to “College of Visual and Performing Arts”

At III.B.2.b.iv: “School of Music, Theatre and Dance” changed to “College of Visual and Performing Arts”

At III.B.2.b.v: “the Faculty Teaching and Learning Commons” changed to “the University Teaching and Learning Commons.”

At III.B.2.c.i: “the Director of the Faculty Teaching and Learning Commons” changed to “a representative of the University Teaching and Learning Commons.”

III.B.2.c.vi: “Director” changed to “Associate Vice Provost”

III.B.2.c.vi: “Director of the Faculty Teaching and Learning Commons” changed to “a representative of the University Teaching and Learning Commons.”

At III.A.6: delete:

6. Committee Procedures

Each Senate committee shall develop and submit in writing to the Faculty Senate for approval rules and procedures for conducting the business of the committee.

(Removed by Senate action Jan. 14, 2015--Resolution #FS011415:02 To Amend the Bylaws of the Faculty Senate to Remove the Requirement that Committees Submit their Procedures to the Senate for Approval)

At III.B.2 c.ix(4) (Student Learning Enhancement Committee) change “Associate Provost for Planning and Assessment” to “Associate Vice Provost for Assessment, Accreditation and Academic Program Planning.”
The Constitution of the General Faculty
The University of North Carolina at Greensboro
(Approved by the Faculty Council, Spring Semester 1991)

(Revised by the General Faculty on the following dates:
3/2/94, 10/14/96, 1/21/98,
3/10/99, 3/8/00, 3/14/01, 4/2/03, 4/25/12, 4/24/13, 9/17/14, 9/17/17, 9/20/17, 4/19/18)

Table of Contents

PREAMBLE

ARTICLE I: THE GENERAL FACULTY

A. Composition of the General Faculty
B. Authority of the General Faculty
C. Legislative Powers of the General Faculty
D. Functions of the General Faculty
E. Officers of the General Faculty
F. Meetings of the General Faculty
G. Agendas, Motions and Resolutions of the General Faculty
H. Voting at General Faculty Meetings
J. Minutes of General Faculty Meetings

ARTICLE II: THE FACULTY SENATE

A. Composition of the Faculty Senate
B. Election of Senators
C. Duties of the Faculty Senate
D. Officers of the Faculty Senate
E. Terms of Senators
F. Filling Vacancies on the Faculty Senate
G. Scheduling and Conduct of Faculty Senate Meetings
H. Faculty Senate Agenda
I. Voting at Faculty Senate Meetings
J. Minutes of Faculty Senate Meetings
K. Committees of the Faculty Senate

ARTICLE III: BYLAWS OF THE FACULTY SENATE

A. Policies on Committee Elections and Appointments
B. Standing Committee Structure and Charges

ARTICLE IV: AMENDMENTS TO THIS CONSTITUTION

A. Amendments to Articles I, II, and IV
B. Amendments to Article III: Bylaws of the Faculty Senate
PREAMBLE

The faculty of The University of North Carolina at Greensboro acknowledges the principle of shared-governance, and recognizes the responsibility of the faculty in advising the Chancellor with respect to questions of academic policy, institutional governance, and any other matters pertaining to the institution that are of interest and concern to the faculty (The Code of the Board of Governors of University of North Carolina, Section 502 D(2)). This Constitution establishes procedures whereby this responsibility shall be discharged, and defines the functions of the following governing bodies: the General Faculty, the Faculty Senate, and committees of the Faculty Senate.

The electoral divisions (see: ARTICLE II.B.2) shall establish governance structures in accordance with the provisions of The Code of the Board of Governors, the Promotion, Tenure, Academic Freedom, and Due Process Regulations of The University of North Carolina at Greensboro, applicable professional accreditation agencies, and this Constitution. In adopting these structures the electoral divisions shall recognize the right of the faculty to elect their own representatives.

ARTICLE I: THE GENERAL FACULTY

1.A. Composition of the General Faculty

1. The General Faculty of the University of North Carolina at Greensboro consists of voting and nonvoting members.

2. Voting members of the General Faculty are tenured and tenure-track faculty, faculty on leave, all full-time lecturers, full-time clinical faculty, full-time academic professional faculty, full-time research faculty, the President of the University of North Carolina, the Chancellor, the Provost, all Vice Chancellors and such other officials having responsibility for making and administering educational, research and student welfare policies as shall be approved by the General Faculty.¹

3. The nonvoting members of the General Faculty consist of faculty emeriti, visiting faculty, writers-in-residence, artists-in-residence, part-time faculty, adjunct faculty, and such other officials having responsibility for making and administering educational, research and student welfare policies as shall be approved by the General Faculty.²

4. The official roster of the General Faculty shall be maintained in the Faculty Senate office, and shall be open for inspection by any member of the University community.

¹ The Chancellor, Provost, or any Vice Chancellor may propose that positions on their staff be approved for General Faculty membership as “such other officials having responsibility for making and administering educational, research, and student welfare policies.” The Faculty Government Committee shall study the proposal and recommend action to the Senate.
1.B. Authority of the General Faculty

1. The authority of the General Faculty established herein derives from *The Code of the Board of Governors of The University of North Carolina, Section 502.D(2)* giving the Faculty the right to “advise the chancellor on any matters pertaining to the institution that are of interest and concern to the faculty,” and charging the Chancellor to define the scope of authority of faculties, councils, committees and officers of the institution. This Constitution is the means by which this authority is defined.

2. All action items passed by the General Faculty or by its legislative arm, the Faculty Senate, shall be forwarded to the Chancellor for approval.

1.C. Legislative Powers of the General Faculty

The legislative powers of the General Faculty are vested in a Faculty Senate, whose power is defined and members elected according to the principles in Article II.

1.D. Functions of the General Faculty

1. The General Faculty shall:
   a) Advise the chancellor on any matters pertaining to the institution that are of interest and concern to the faculty;
   b) Request and hear reports from the Faculty Senate, the Faculty Assembly, the Chancellor, or any member of the administration;
   c) Approve all promotion and tenure policies and regulations recommended by the Faculty Senate;
   d) Consider any matter relating to the welfare of The University of North Carolina at Greensboro or of the members thereof;
   e) Modify or rescind actions of the Faculty Senate in accordance with the provisions of this Constitution.
   f) Amend this Constitution in accordance with the provisions in Article IV.

1.E. Officers of the General Faculty

1. The officers of the General Faculty shall consist of a Chair, Chair-Elect, Past-Chair, Secretary, and Parliamentarian and may not hold an administrative position higher than department head/chair.
   a. The Chair, Chair-Elect, and Past Chair shall be tenured members of the General Faculty.
   b. The Secretary and Parliamentarian shall be members of the General Faculty.
   c. Voting members of the General Faculty who do not hold an administrative position higher than department head or chair and who have been employed at UNCG for two years may be elected to serve as an officer of the General Faculty during their second or later year of employment, and are eligible to begin service as an officer of the Faculty Senate beginning in the fall of their third year.
2. The Faculty Senate shall elect the Chair, Chair-Elect, and Secretary by the following procedures:
a. The Faculty Senate Elections Committee shall solicit nominations for Chair, Chair-Elect, and Secretary.
b. The list of nominees for the positions of Chair, Chair-Elect and Secretary, along with a paragraph describing each nominee’s qualifications and, if so desired, a copy of their *curriculum vitae*, shall be assembled by the Faculty Senate Elections Committee and made available to the Senate no less than one week prior to the election.
c. The Chair, Chair-Elect, and Secretary shall be elected by the Faculty Senate by a simple majority vote from among the candidates nominated for this position.

3. A senator who is elected or appointed as an officer of the General Faculty, shall resign his or her seat on the Senate at the time that he or she assumes his or her official duties.

4. **Chair**
The Chair shall preside over the Faculty Senate, and the business portion of the General Faculty Meetings. The Chair shall represent the General Faculty at all meetings of the Board of Trustees; in the absence of the Chair, the Chair-Elect or other person designated by the Chair will represent the General Faculty. The Chair shall serve a two-year term, but may not serve two consecutive terms as Chair-Elect/Chair/Past-Chair, or any combination of these offices separately or in aggregate. The Chair is a voting member of the Faculty Senate, but shall vote only in cases of a tie.

5. **Chair-Elect**
The Chair-Elect shall be a non-voting member of the Faculty Senate. The term of the Chair-Elect shall be one year, alternating with the term of the Past-Chair. The Chair-Elect shall succeed the Chair upon expiration of the Chair's term. In the absence of the Chair, the Chair-Elect shall preside over meetings of the General Faculty and Faculty Senate.

6. **Past-Chair**
The Past-Chair shall be a non-voting member of the Faculty Senate, and shall advise the Chair on matters related to General Faculty and Faculty Senate business. The term of the Past-Chair shall be one year, alternating with the term of the Chair-Elect. During the year in which the office of Chair-Elect is empty, the Past-Chair shall fulfil all the duties of the Chair-Elect.

7. **Secretary**
The Secretary shall serve a two-year term, staggered with the term of the Chair. The Secretary may be re-elected to one additional term of two years. The Secretary shall record and oversee the distribution of the minutes of the General Faculty and Faculty Senate meetings. The Secretary shall maintain an accurate copy of the Constitution.

8. **Parliamentarian**
The Chair shall appoint the Parliamentarian, who serves at the pleasure of the Chair, and may be removed by the Chair or by the procedures specified in Article I.E.9. The Parliamentarian

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2 A Chair is normally only elected under conditions spelled out in Article I.E.11.
advices the Chair on parliamentary procedures.

9. In the absence of the Chair at a meeting of the General Faculty or the Faculty Senate, the Chair-Elect will preside, and may vote in the case of a tie; in the absence of both the Chair and Chair-Elect, the Past-Chair will preside, and may vote in the case of a tie. In the absence of the Chair at a meeting of the Board of Trustees, the Chair-Elect or other person designated by the Chair will represent the General Faculty.

10. Any officer of the General Faculty may be removed from office at a regularly scheduled General Faculty meeting by a three-quarters vote of a quorum of 9/10 of the voting Members. Any officer so removed will be replaced as if they had resigned their position.

11. If the Chair be unable or unwilling to serve out his or her term, then the Chair-Elect shall be elevated to the position of Chair and shall serve out the remainder of the Chair's term, followed by the term to which they were originally elected. If the Chair's resignation occurs during a year in which there is no Chair-Elect, a special election shall be held to elect a new Chair.

12. Should the Chair-Elect or Secretary be unable or unwilling to serve out his or her term, then the Chair shall inform the General Faculty of this fact, and a special election shall be held to elect a new Chair-Elect or Secretary.

13. Should the Parliamentarian be unable or unwilling to serve out his or her term, then the Chair shall appoint a new Parliamentarian and inform the General Faculty of this fact.

1.F. Meetings of the General Faculty

1. Meetings of the General Faculty shall be held whenever there is business that requires General Faculty action or consultation, but shall take place not less than once every academic year. Meetings may be called by the Chancellor, by the Chair of the General Faculty, or by a petition to the Secretary signed by at least twenty-five members of the General Faculty.

2. The Chancellor shall convene the meetings of the General Faculty and shall make opening remarks on such matters as he or she deems appropriate. In the absence of the Chancellor, the Chair of the Faculty Senate shall convene the meetings.

3. The Chair of the General Faculty shall preside over the business section of the General Faculty meetings.


5. The General Faculty may go into executive session at any meeting by a majority vote of those members present and voting.

6. Gallery privileges at General Faculty Meetings shall be extended to all members of the University
community.

7. The General Faculty, by majority vote of the members present and voting, may grant speaking privileges to members of the gallery.

1.G. Agendas, Motions and Resolutions of the General Faculty

1. The Chair, in consultation with the Chancellor, the Provost, and the officers of the General Faculty shall organize the agenda for each meeting.

2. Items may be placed on the agenda by the Chancellor, by the Faculty Senate, and by committees of the Faculty Senate. Any member of the General Faculty may request that an item be placed on the agenda. This request must be honored if accompanied by a petition signed by 15 voting members of the General Faculty.

3. All items to be placed on the agenda including those proposed or petitioned by members of the General Faculty must be submitted in writing to the Secretary of the General Faculty at least ten working days before the meeting at which they are to be scheduled.

4. Motions or resolutions proposing General Faculty action may be introduced from the floor without previous inclusion on the agenda only by consent of two-thirds of the General Faculty members present and voting. However, motions to modify or rescind Faculty Senate action may not be introduced from the floor.

5. The Secretary of the General Faculty shall post the agenda for each meeting of the Faculty Senate website, notify the voting members of the General Faculty via email that the agenda has been posted, and circulate an electronic copy of the agenda to Senators, Department Heads/Chairs, and Deans, at least five working days prior to the meeting.

1.H. Voting at General Faculty Meetings

1. Only voting members of the General Faculty as defined in Article I.A.2 shall be entitled to vote at General Faculty meetings.

2. Quorums
   a) A quorum of 135 voting members of the General Faculty is required for modifying or rescinding Faculty Senate action, except that a quorum of 45 voting members of the General Faculty is required for amending this Constitution.
   b) For all other actions of the General Faculty a quorum shall consist of the voting members present.

3. A simple majority is sufficient to decide all matter that come before the General Faculty, except that a two-thirds majority is required for modifying or rescinding Faculty Senate action, and for amending this Constitution.
4. Voting shall ordinarily be *viva voce* vote, but a standing ballot or secret ballot may be called for by the Chair, or by any member of the voting membership of the General Faculty.

5. At times when a face-to-face meeting of the General Faculty cannot occur, voting may be conducted through secure electronic means. The electronic voting must be preceded by an electronic discussion. Electronic discussions will be held according to *Robert’s Rule’s*, if possible, but otherwise will be held as a Committee of the Whole. Electronic voting and discussion will remain open for a minimum of 48 hours for discussion and 48 hours for voting, unless the Chair of the General Faculty determines that a shorter period is necessary and announces it prior to the vote. Electronic voting and discussion will be conducted in accordance with the provisions of the North Carolina Open Meetings Act.

### I.J. Minutes of General Faculty Meetings

1. The minutes of General Faculty meetings shall contain the essence of all viewpoints expressed and a report of actions rejected as well as actions approved, with a record of the vote when a count is made.

2. The minutes will be distributed after each meeting as an attachment to the subsequent agenda. Corrections of the minutes of each meeting shall be included in the minutes of the next regular meeting of the General Faculty.

3. The Secretary shall ensure that an official file of the minutes of General Faculty meetings is maintained in the Faculty Senate Office, and on the Faculty Senate website.

4. The Secretary shall ensure the deposit of the General Faculty records in the University Archives.

### ARTICLE II: THE FACULTY SENATE

### II.A. Composition of the Faculty Senate

1. The Faculty Senate shall consist of elected (voting) and nonvoting members.

2. Voting members of the General Faculty who do not hold an administrative position higher than department head or chair and who have been employed at UNCG for two years may be elected to the Faculty Senate during their second or later year of employment, and are eligible to begin service on the Faculty Senate beginning in the fall of their third year.

3. Nonvoting members of the Faculty Senate shall consist of the Chair-Elect, Past-Chair, and Parliamentarian, the Chancellor, Provost, all Vice Chancellors, Dean of the Graduate School, Dean of Undergraduate Studies, a representative from the Deans Council appointed by the Provost, Chair of the Staff Senate or the Chair’s designee, two graduate students appointed by the President of the University Graduate Student Association, and two undergraduate students appointed by the President of the Student Government Association.

4. If any positions on the Faculty Senate or its committees are not filled for any reason, these bodies may still function.
II.B. Election of Senators

1. The voting members of the Faculty Senate shall consist of Senators elected from the electoral divisions defined below, and apportioned among them in the same ratio as the number of voting members of the General Faculty in each electoral division to the number of voting members of the General Faculty in the University.

2. The electoral divisions are:
   a. the College of Arts and Sciences,
   b. the Joseph M. Bryan School of Business and Economics,
   c. the School of Education,
   d. the School of Health and Human Sciences,
   e. the College of Visual and Performing Arts,
   f. the School of Nursing,
   g. the University Libraries,
   h. the Joint School of Nanoscience and Nanoengineering.

3. The number of Senators to be elected from each electoral division shall be established according to the following procedure:
   a. An apportionment factor shall be computed by dividing the total number of voting members of the General Faculty into the number 36.
   b. The number of Senators from each electoral division shall be computed by multiplying the number of voting members of the General Faculty in that division by the apportionment factor, and rounding the product to the nearest integer.
   c. If the integer generated by the process in II.B.3. b (above) for any electoral division is less than or equal to two, that electoral division will be represented by two Senators. If the integer is less than or equal to one, the electoral division may, by majority vote of all voting members of the General Faculty belonging to that electoral division, choose to be represented by one Senator. This choice may be reversed at any time by another majority vote of all voting members of the General Faculty belonging to that electoral division, returning that electoral division's representation to two Senators.
   d. The total number of voting members of the General Faculty used in these calculations shall be the number of voting General Faculty employed by the University at the beginning of the fall semester.
   e. The percent of tenured or tenure track faculty elected from each electoral division shall be a minimum of 50%.

4. Approximately one-third of the Faculty Senate shall be elected each year.

5. The normal term of elected service shall be three years beginning July 1 and end on June 30, although the terms of some seats may be reduced at the time of election if this is necessary to assure that approximately one-third of the Faculty Senate is elected each year. When deciding which seats should be given shorter terms, the general principle that seats from electoral divisions with more Senators should be given shorter terms should be followed, provided that each division retains a mix of terms in its seats (1, 2, and 3 years).

6. Each electoral division shall establish written procedures for electing its Senators, conducting the elections, and announcing the results.
7. All voting members of the General Faculty are eligible to vote for Senators in their electoral division.

8. The Faculty Senate may decide at any time, by simple majority vote, to adjust the number used to determine the appointment factor (currently 36).

II.C. Duties of the Faculty Senate

1. The Faculty Senate shall:
   
   a. Promote high educational standards at the University;
   b. Establish, review, evaluate and restructure the committees of the Faculty Senate;
   c. Act on reports and recommendations from the committees of the Faculty Senate;
   d. Approve the academic calendar for the University;
   e. Approve the minimum general University degree requirements;
   f. Recommend the establishment or discontinuation of degrees;
   g. Approve policies and regulations governing the conditions under which the instruction of students takes place;
   h. Approve the academic honor policy;
   i. Advise members of the administration regarding standards of admission to the University;
   j. Recommend to the General Faculty for approval promotion and tenure policies and regulations;
   k. Review policies and regulations pertaining to faculty appointments, development, teaching and research;
   l. Make recommendations to the administration regarding faculty salaries and benefits;
   m. Review and recommend policies governing continuing education, extension services, summer school and distance learning;
   n. Maintain and promote the welfare of all members of the University community;
   o. Advise and counsel the administration upon any matters that the administration or the Faculty Senate may wish to present, and to act upon any matters presented by the administration when action is appropriate; and
   p. Review the provisions of “The Constitution of the General Faculty” at least every five years and make recommendations to the General Faculty.
   q. Determine what matters are to be delegated to other bodies established by this Constitution;
   r. Seek the advice and counsel of any member of the General Faculty on any matter.

II.D. Officers of the Faculty Senate

1. The officers of the General Faculty shall be the officers of the Faculty Senate.

II.E. Terms of Senators

1. Senators may not serve more than two consecutive terms.

2. A member of the Faculty Senate who has served two consecutive terms shall be ineligible for re-election until one year following the last term of office shall have elapsed.
II.F. Filling Vacancies on the Faculty Senate

1. If a person other than an officer of the General Faculty (see I.E.9-12) elected or appointed to a position or office under this Constitution should temporarily or permanently withdraw from that office or position, the vacancy shall be filled by an appointment to continue until the said member resumes the position or office or until their term has expired. The Faculty Senate shall make such appointments, by majority vote of the Faculty Senate, for persons elected or appointed by the General Faculty or the Faculty Senate, except under the following conditions:
   a. If the Chair of the Faculty Senate resigns, he or she shall be replaced by the Chair-Elect, or by a special election if there is no currently serving Chair-Elect.
   b. If a member of the University Promotion and Tenure Committee resigns or is unable to serve on the committee, the Chair shall consult with the Provost and appoint a tenured Senator as a replacement.
   c. The electoral divisions shall make such replacement appointments for persons elected or appointed by that electoral division.

2. Any person elected or appointed by the Faculty Senate or an electoral division to fill a vacancy, temporary or permanent, on the Faculty Senate or a committee is eligible to be nominated for a full term when the next regular election is held.

II.G. Scheduling and Conduct of Faculty Senate Meetings

1. The Faculty Senate shall schedule a regular monthly meeting. However, if no agenda items are submitted, then the Chair of the Faculty Senate may cancel the meeting.

2. The Chair of the Faculty Senate may, at his or her discretion, schedule additional Faculty Senate meetings during any month. If any senator objects to the extra meeting(s) then the Faculty Senate shall vote on the matter, with a simple majority vote.

3. All members of the General Faculty shall have the right to attend and speak at Faculty Senate meetings.

4. Gallery privileges shall be extended to all other members of the University community, and the Chair of the Faculty Senate may grant speaking privileges to members of the gallery.

5. The Faculty Senate may go into executive session at any meeting, by a majority vote of Senators present and voting. An executive session shall consist of all members of the voting General Faculty present at the meeting.

6. In all cases not covered by this Constitution, the procedures in the latest edition of Robert's Rules of Order shall be followed.

II.H. Faculty Senate Agenda

1. The Chair of the Faculty Senate shall prepare the agenda in consultation with the Chancellor, the Provost, and the officers of the Faculty Senate.
2. Any member of the Senate may request that an item be placed on the agenda by submitting a written request to the Secretary of the Senate at least ten working days in advance of the meeting.

3. The agenda for all Senate meetings shall be circulated to the Senators, the Deans, and posted on the University website, at least five working days in advance of the meeting.

4. The agenda shall be followed unless modified by consent of a majority of the Senators present and voting.

II.I. Voting at Faculty Senate Meetings

1. Only elected members of the Faculty Senate, as defined in Article II.B.1, shall be entitled to vote at Faculty Senate meetings.

2. Unless otherwise specifically provided in the Constitution, all votes of the Faculty Senate shall be decided by majority vote. Voting shall ordinarily be 	extit{viva voce}, but a standing vote or secret ballot may be called for by the Chair, or by any member of the Faculty Senate. At the discretion of the Chair, votes may be conducted through the use of an Audience Response System (clickers).

3. At times when a face-to-face meeting of the Faculty Senate cannot occur, it may be useful or necessary to conduct business and vote on motions electronically. In such situations, voting will be conducted through secure means. The electronic voting will be preceded and accompanied by an electronic discussion. Electronic discussions will be held according to Robert’s Rules, if possible, but otherwise will be held as a Committee of the Whole. Electronic voting and discussion will remain open for specified periods with a minimum duration of 48 hours for discussion and 48 hours for voting, unless the Chair of the Faculty Senate determines that a shorter period is necessary and announces it prior to the vote. Electronic voting and discussion will be conducted in accordance with the provisions of the Open Meetings Act.

II.J. Minutes of Faculty Senate Meetings

1. The minutes of Faculty Senate meetings shall be kept according to the same provisions as those for the minutes of General Faculty meetings (see Article I.J).

II.K. Committees of the Faculty Senate

1. The Faculty Senate shall establish standing and 	extit{ad hoc} committees as it deems necessary or useful for the effective and expeditious conduct of its business.

2. 	extit{Ad hoc} committees may be appointed by the Chair of the Faculty Senate, or established by a majority vote of the Faculty Senate, for a fixed term. When a committee is appointed by the Chair, the Faculty Senate shall be formally notified of such action at its next meeting.

3. Standing committees may be established only by a majority vote of the Faculty Senate.
4. Types of committees
   a. Committees composed solely of members of the Faculty Senate, whether elected or appointed. *Ex-officio* members may also be appointed by the Faculty Senate as appropriate.
   b. Committees composed solely of voting members of the General Faculty, whether elected or appointed, with the addition of one Senator appointed by the Chair of the Faculty Senate to serve as a Faculty Senate liaison. *Ex-officio* members may also be appointed by the Faculty Senate as appropriate.

5. Restrictions on committee service
   a. Senators may not serve on more than one elected committee.
   b. No member of the General Faculty may
      i. hold more than one elective office, including election to the Faculty Senate or to membership on a committee, except as indicated in Article II.K.5.b.iv (below),
      ii. serve as an appointed member on more than two committees at a time, except for reasons of special competence,
      iii. serve more than two consecutive terms on one committee. Re-election or re-appointed to the same committee is not possible until one year after the expiration of the second term, except as indicated in Article II.K.5.b.iv (below).
      iv. Article II.K.5.b.ii and II.K.5.b.iii (above) do not apply to membership on a committee held by virtue of being chair of a committee within an electoral division.
   c. All committee assignments begin on July 1 and end on June 30 of year in which the term ends.
   Election and appointments to all committees shall be made no later than the last regular meeting of the Faculty Senate in the spring semester commencement.

6. Consistent with the powers and duties enumerated in their charges, all boards and committees shall report to the Faculty Senate for action, and shall submit annual reports to the Faculty Senate.

7. Vacancies on appointed committees shall be filled according to rules established by the electoral divisions.

8. Each committee is empowered to appoint *ad hoc* sub-committees to conduct assignments relevant to its work.

9. Evaluation of Committees
   a. The Faculty Senate shall establish written procedures for the review and evaluation of all committees.
   b. The Chair of the Faculty Senate in consultation with the Chair-Elect may appoint an *ad hoc* committee of the Senate to conduct a review of its committees, or may assign this duty to one of the standing committees.
   c. During its review and evaluation, the Faculty Senate may, together with the constituencies advised by the committees (if any), terminate, consolidate, restructure, expand or create committees.

**ARTICLE III: BYLAWS OF THE FACULTY SENATE**

**III.A. Policies on Committee Elections and Appointments**

1. Terms of Office
All terms of office are for three years with the exception of the Committee on Committees, the Promotions and Tenure Guidelines Committee, and the Research Policies Committee. When multiple members of a committee are elected from one electoral division, the terms of these members shall be staggered. Terms for the Committee on Committees and the Faculty Promotions and Tenure Guidelines Committee are determined by virtue of being chairs of committees within electoral divisions. Terms for Research Policies Committee are specified in its charge.

2. Elections
The electoral divisions shall devise procedures for the election of members to the elected committees, and shall inform the Committee on Committees of these procedures.

3. Appointments
The electoral divisions shall appoint members to the Advisory (Appointed) Committees based on the recommendations of the Committee on Committees. Upon appointing faculty to serve on the advisory committees, the electoral divisions shall inform the Committee on Committees of their chosen representatives so that the Committee can compile and disseminate the information. If an unfilled position exists by the deadline given by the Committee on Committees, the Dean of the electoral division in which the vacancy exists is responsible for filling any vacancies that occur after the initial appointments have been made.

4. Selection of Committee Chairs
The chairs of the appointed and elected committees shall be selected by the last meeting of the year by the members of each committee from among their continuing members. New chairs will be named in the committee annual reports to the Faculty Senate and will take office July 1 annually.

5. Annual Reports
Annual reports of all committees shall be submitted to the Chair of the Faculty Senate by the end of April each year. Faculty Senate officers will review the reports, distribute a summary of the reports to the Faculty Senate, and determine which recommendations should be action items for the Faculty Senate agenda. A copy of each committee’s annual report shall be forwarded to the next chair of the committee. Copies of all annual reports shall be kept on file for three years in the Faculty Governance Office. At the end of three years the copies shall be forwarded to the University Archives.

III.B. Standing Committee Structure and Charges

1: Committees Composed Solely of Senators

a. Faculty Senate Elections Committee
   Charge: The Faculty Senate Elections Committee shall receive nominations and conduct elections to fill all elected offices and elected committee positions of the Faculty Senate. It shall make recommendations regarding the replacement of elected officers and committee members when vacancies occur. The Committee shall periodically adjust the apportionment factor for conducting Faculty Senate elections, as described in Article II.B.3. The Committee shall review the election procedures of the electoral divisions and recommend to the Faculty Senate changes where appropriate. If the Faculty Senate supports the changes, they shall be forwarded to the electoral divisions for their action.
Membership: The Faculty Senate Elections Committee shall consist of at least three members of the Faculty Senate appointed by the Chair of the Faculty Senate. The Chair of the Faculty Senate shall appoint the chair of the committee. There are no ex-officio members of the committee.

b. University Promotion and Tenure Committee

Charge: The major purpose of the committee is to provide faculty counsel to the Chancellor in accord with the Promotion, Tenure, Academic Freedom, and Due Process Regulations (The Regulations) Section 4.B.iii.b. The committee will also annually review The Regulations as mandated in The Regulations Section 10.

Membership: The Committee on Promotions and Tenure shall consist of the Chair of the Faculty Senate and six tenured Senators elected to two-year staggered terms by a majority vote of the Faculty Senate. The Chair of the Faculty Senate shall serve as the chair of the Committee and shall be a voting member. No department may have more than one member on the Committee at the same time, with the exception of the Chair of the Faculty Senate. No member, other than the Chair of the Faculty Senate, may serve successive terms on the committee. No faculty member who is a candidate for promotion may be a member of the Committee their year of candidacy. In the event that there are not enough tenured faculty members on Faculty Senate to serve on this committee, nominations for the remaining committee members will be solicited from the General Faculty and elected to the committee by the Faculty Senate.

2. Committees Composed of Elected Members of the General Faculty and Ex-Officio Members

By notifying the Chair of the Faculty Senate before the beginning of any academic year, any electoral division having fewer voting members of the General Faculty than there are Faculty Senate Committees that require members from each electoral division may exclude itself for that year from representation on any of the committees below which require a member from each electoral division.

a. Committees Elected at Large

i. Committee on Due Process

Charge: The Committee on Due Process shall exercise the following duties and responsibilities:

(1) Receive evidence, conduct hearings, and report its findings and recommendations to the department head and the department head’s immediate supervisor or to the Chancellor and, as appropriate, to the Chair of the Faculty Senate, on appeals from administration decisions involving discharge or the imposition of serious sanctions, termination of faculty employment, and non-reappointment. In exercising its responsibility, the committee shall use the definition of terms and the procedures for such hearings which are established by The Code of The University of North Carolina and the Promotion, Tenure, Academic Freedom and Due Process Regulations of The University of North Carolina at Greensboro.

(2) All appeals arising under Section 603 of The Code of The University of North Carolina shall be heard by the full committee. In all other appeals arising under the committee’s jurisdiction, the committee may establish an ad hoc panel of at least three committee members appointed by the chair to conduct hearings, receive evidence, and report to the full committee for the
committee’s deliberation and recommendation. The panel report shall include records, transcripts, all other written material, and the panel’s recommendation. However, no committee member may participate in the discussion or decision on his or her own appeal or in any other case in which that committee member has participated in the recommendations from departments, the electoral divisions, or other University committees.

**Membership:** Four (4) tenured voting General Faculty members plus one (1) Senator.

**ii. Faculty Grievance Committee**

**Charge:** The Faculty Grievance Committee shall hear, mediate, and advise with respect to the adjustment of faculty grievances concerned with matters directly related to a faculty member’s employment status and institutional relationships on this campus in accordance with the provisions of *The Code of The University of North Carolina*. No grievance that grows out of or involves matters related to a formal proceeding for the suspension, discharge, or termination of a faculty member, or that is within the jurisdiction of another faculty committee, may be considered by the Faculty Grievance Committee.

**Membership:** Seven (7) voting members of the General Faculty [at least one (1) non-tenure track member, one (1) assistant professor, one (1) associate professor, and one (1) professor, and one (1) member from each electoral division, plus one (1) Senator. Of the seven (7) voting members of the General Faculty, only three (3) may be untenured, and at least two (2) must be professors. The chair of the committee must be a tenured associate professor or professor. (No officer of the administration, including department heads and division chairs, shall be eligible to serve on the committee.)

**iii. Faculty Assembly Delegation**

**Charge:** The Faculty Assembly Delegation shall

(1) gather and exchange information on behalf of the faculties of the constituent institutions of The University;
(2) advise, through appropriate channels, the Board of Governors, the General Assembly, and other governmental agencies and officers on matters of University-wide import; and advise and communicate with the President of The University regarding matters of importance to the faculties as well as the whole University.

**Membership:** The UNCG Delegation to the UNC Faculty Assembly shall consist of four delegates: the Faculty Senate Chair, the Senate Chair-Elect (or Past-Chair in the years in which there is no Chair-Elect), and two voting members of the General Faculty elected at-large by a vote of the General Faculty. The lead delegate shall be elected annually by the delegation, and shall be one of the delegates elected at-large. The two faculty members elected at-large shall serve three-year terms. Three alternates to the delegation shall be elected at-large, each of whom shall serve three-year terms. The Chair of the Delegation will arrange for one of the alternates to attend UNC Faculty Assembly meetings in place of a delegate who is unable to attend. In addition, should one of the regular at-large delegates be unable or unwilling to complete his or her term, the Chair of the Faculty Senate shall appoint one of the alternates to serve out the term of that delegate.

**iv. Faculty Government Committee**
Charge: The primary function of the committee is to recommend to the Faculty Senate all changes to The Constitution of the Faculty. Recommendations related to the policies and regulations subject to adoption by the General Faculty shall be forwarded to the Faculty Government Committee for consideration and review before presentation to the Faculty Senate. The committee may also review the governance structures adopted by the electoral divisions to determine that they are consistent with The Code of The University of North Carolina, the Promotion, Tenure, Academic Freedom, and Due Process Regulations, and The Constitution of the Faculty. The committee shall also recommend to the Faculty Senate for its approval, procedures for conducting its business, and shall receive proposals from the Chancellor, Provost, or any Vice Chancellor regarding positions on their staff to be approved for General Faculty membership. The Committee shall study the proposal and recommend action to the Faculty Senate.

Membership: Four (4) voting members of the General Faculty, plus one (1) Senator.

b. Committees Elected by Faculty Senate Electoral Divisions

i. Academic Policies and Regulations Committee

Charge: The committee shall develop policies governing the academic calendar, summer session, class scheduling, academic advising, and undergraduate regulations and requirements.

Membership: One (1) voting General Faculty member from each electoral division, plus one (1) Senator. Ex officio and nonvoting members: as designated by the Provost. (The President of the Student Government and the President of the Graduate Student Association will be invited to attend or to send a representative.)

ii. Committee on Committees

Charge: The committee shall preside over elections for elected at-large members of Faculty Senate committees. The committee shall conduct the nomination and elections processes and determine the eligibility of the nominees in conformity with The Constitution and the membership regulations of the committees; it shall also collate results from electoral division elections and appointments and General Faculty elections and report all results to the Faculty Senate. As part of this duty it shall set a date each year by which the electoral division shall report their results to the Chair of the Faculty Senate and to the Chair of the Committee on Committees. This date should be early enough so that results are known before University-wide elections are to be held. It shall also, in consultation with the committee chairs, recommend replacement members to fill vacancies on their respective appointed committees. For committees with student representation, the Vice Chancellor for Student Affairs shall submit the names of students recommended by the President of the Student Government Association to the Committee for inclusion on the committees that have undergraduate representation. The Dean of the Graduate School shall submit names of students recommended by the Graduate Student Association to the Committee for inclusion on the committees that have graduate representation. The committee shall recommend to the Chancellor, as requested, names of faculty members to serve on specially appointed committees. In addition to the above responsibilities, the committee, upon approval by the Faculty Senate, shall recommend to the Chancellor the names of three tenured faculty
members from which the Chancellor may select the Faculty Representative to the National Collegiate Athletic Association.

**Membership:** Chairpersons of the electoral division committees responsible for elections, plus one (1) Senator.

iii. **Promotions and Tenure Guidelines Committee**

**Charge:** The committee shall review the electoral divisions’ documents and exchange information about the general guidelines and expectations that the electoral divisions have developed for the evaluation of teaching, research and creative activity, service, and directed professional activity for promotions and tenure.

**Membership:** Chairpersons of the seven (7) electoral division committees on promotions and tenure. *Ex officio* and nonvoting members: the Chair of the Faculty Senate.

iv. **Graduate Studies Committee**

**Charge:** The Graduate Studies Committee shall be an agency of the Faculty Senate devoted to studying aspects of graduate education. Its basic duties and responsibilities are as follows:

1. Establish criteria for the selection and review of members of the Graduate Faculty;
2. Review proposals for all new courses, revised courses, and modifications to current courses taking one of the following actions: approve, disapprove, approve with modification. Review and act on all proposals for new graduate programs or major modifications to existing programs, including the discontinuation of graduate programs. When the Provost gives preliminary consideration to a plan to establish or discontinue one or more graduate degree programs, for example, during the early stages of the University’s strategic planning process, the Provost will consult with the committee; the committee will make recommendations to the Provost regarding the general advisability of pursuing such a plan;
3. Review and formulate policies and regulations related to graduate education admission, retention, and graduate requirements;
4. Hear student appeals related to Graduate School policies and regulations;
5. Call to the attention of the Graduate Faculty and the administration issues of concern relating to graduate education;
6. Act on matters referred by the Faculty Senate, Dean of the Graduate School, Graduate Faculty, and the Graduate Student Association on graduate education;
7. Report to the Faculty Senate on actions taken regarding graduate education policies and programs;
8. Advise the Faculty Senate on matters relating to graduate education.

**Membership:** The Graduate Studies Committee shall consist of eighteen (18) voting members, all Members, Research Members or Academic Professional Members of the Graduate Faculty, elected by members of the Graduate Faculty in each electoral division. Six (6) of these members shall be elected from the following electoral divisions (1 from each electoral division): Bryan School of Business and Economics; School of Education; School of Health and Human Sciences; College of Visual and Performing Arts; School of Nursing; and the Joint School of
Nanosciences & Nanoengineering. The College of Arts and Sciences shall elect three (3) representatives with one each from the areas of the humanities, science and mathematics, and social and behavioral sciences. To achieve programmatic balance, four (4) additional members shall be appointed by the Committee Chair, in consultation with the Dean of the Graduate School, to serve one-year terms. In addition, the Faculty Senate will appoint one (1) Senator to the Graduate Studies Committee. Four (4) other voting members of the committee include the Dean and Associate Dean of the Graduate School, and two (2) student representatives, with voting privileges on all issues except academic appeals, elected by the Graduate Students Association. Three (3) ex-officio and non-voting members serve on the GSC: the Registrar, a representative of the Office of Assessment and Accreditation, and a representative from the University Libraries.

v. Senate Online Learning Committee

Charge: The Faculty Senate Online Learning Committee shall study issues pertaining to the development, delivery, assessment and enhancement of online learning courses and programs at UNCG. It shall also facilitate the development, delivery and taking of online learning courses and programs, and work to enhance the quality of distance learning courses.

Membership: One (1) faculty member elected by each academic unit, and one (1) Senator, appointed by the Chair of the Faculty Senate. Ex officio, non-voting members: a representative from each of the following areas: the Division of Continual Learning, the Office of the Registrar, Admissions, Business Affairs, the Deans Council, the Staff Senate, the Student Government Association, the University Teaching and Learning Commons, and Information Technology Services.

vi. Research Grants Committee

Charge: The primary functions of the committee are to:

1. receive, evaluate, and act on applications for funding of faculty research grants, subsidies for book publication, referred publication page charges, submission fees, journal article reprints, and exhibition/performance charge; and
2. set policies and procedures deemed necessary.

Membership: Seven (7) voting members of the General Faculty [one (1) from each electoral division, excluding the University Libraries], plus one (1) Senator. Up to six (6) additional members may be appointed by the chair of the committee, after consultation with the Vice Chancellor for Research & Economic Development, in order to achieve programmatic balance, to serve one-year terms. Ex officio and nonvoting: Vice Chancellor for Research & Economic Development.

vii. Undergraduate Curriculum Committee

Charge: The Undergraduate Curriculum Committee shall be the agency of the Faculty Senate responsible for reviewing the undergraduate curriculum, making policy recommendations to the Faculty Senate on curricular matters, and performing such other duties as approved by the Faculty Senate, including the following:
(1). To review and approve all proposals for new courses; existing courses in which substantial changes have been made; new majors, programs, concentrations, and degrees which have been approved by the College Council or the curriculum committees of the various electoral divisions; the discontinuation of courses and programs; routine changes as previously approved by the Provost’s Office. When the Provost gives preliminary consideration to a plan to establish or discontinue one or more undergraduate degree programs, for example, during the early stages of the University’s strategic planning process, the Provost will consult with the committee; the committee will make recommendations to the Provost regarding the general advisability of pursuing such a plan;

(2). To review and approve student proposals under Plan II (Specially Designed Programs of Study);

(3.) To take up for study or action matters referred by the Faculty Senate and General Faculty or any other matters deemed important to the work of the committee.

Membership: Nine (9) voting members of the General Faculty [one (1) from each electoral division, except three (3) from the College], plus one (1) Senator. Ex-officio and nonvoting members: the Director of Planning and Assessment, and additional members appointed by the Provost.

c. Advisory Committees Appointed by the Faculty Senate Electoral Divisions

i. Academic Computing Committee

Charge: This committee shall serve as a policy formulation body with respect to academic computing and related activities. The committee shall act in an advisory capacity to the Faculty Senate and to members of the University administration. The committee shall report to the Vice Chancellor for Information Technology and Planning and the Associate Vice Chancellor for Information Technology.

Membership: One (1) one voting General Faculty member from each electoral division, plus one (1) Senator. Ex officio and nonvoting: Associate Vice Chancellor for Client Services and a representative of the University Teaching and Learning Commons.

ii. Budget Committee

Charge: The Budget Committee shall make recommendations to the Vice Chancellor for Business Affairs, the Provost, and other appropriate administrators and to the Faculty Senate regarding strategic planning related to the University budget. These recommendations should seek to promote the University’s instructional, scholarly, and service missions. The Budget Committee shall meet regularly with the Vice Chancellor for Business Affairs, the Provost, and other appropriate administrators during the process of the budgetary cycle, its revision, and allocation of University resources. The Budget Committee shall also educate the General Faculty about both the University and UNC System budgetary process and provide forums as needed for issues related to this process.

Membership: One (1) faculty from each electoral division, plus one (1) Senator. Ex officio: Vice Chancellor for Business Affairs and the Provost or their designees.
iii. Faculty Professional Compensation and Welfare Committee

**Charge:** The purpose of the Faculty Professional and Welfare Committee shall be to support the role of faculty members as learned professionals. The committee shall review and make recommendations on matters concerning professional status and effectiveness in the areas of teaching, research, and service. All matters, including salary and benefits are relevant, including but not limited to standards of professional performance; professional rights and privileges; working conditions; standards for teaching loads and reduction in load for research and service assignments; research and other leaves of absence. Regarding salaries, the committee shall make periodic and timely reports to the Faculty Senate regarding items such as comparison of salaries among the electoral divisions, gender differences in salaries, and salary inequities between new appointments and continuing appointments in similar disciplines.

**Membership:** One (1) voting General Faculty member from each electoral division, plus one (1) Senator. Among the membership, at least one non-tenure track faculty member shall serve on the committee.

iv. Intercollegiate Athletics Committee

**Charge:** The committee shall be responsible for monitoring and reporting on intercollegiate athletics to the Faculty Senate. Of primary concern to the committee shall be the academic welfare of the student athletes and the overall integrity of the intercollegiate athletics program. The committee shall be available to hear and act on complaints and suggestions about intercollegiate athletics from the faculty, students, and other members of the University community.

**Membership:** One (1) voting General Faculty member from each electoral division, plus 1 Senator and 3 students (1 from the Student Athletic Association, 1 from the Student Government Association, 1 from the Graduate Student Association). *Ex officio:* Faculty Representative to the NCAA. Adjunct: Director of Athletics, Chair of the Chancellor’s Advisory Committee on Intercollegiate Athletics, and the Associate Director of Athletics for Student Welfare.

v. Research Policies Committee

**Charge:** The committee shall make advisory recommendations to the Faculty Senate and/or to the Vice Chancellor for Research & Economic Development, acting for the Provost, about new policies or changes in existing policies that affect research conducted by faculty at the University. The overall goal for the committee is to enhance the research climate of the University.

**Membership:** One (1) voting General Faculty member from each electoral division, plus one (1) Senator, one (1) University-wide Institute or Center Director, the Chair of the Institutional Review Board for Human Subjects, the Chair of the Institutional Animal Care and Use Committee, and the Vice Chancellor for Research and Economic Development.

vi. Professional Development Committee

**Charge:** In consultation with the Associate Vice Provost of the University Teaching and Learning Commons and other campus entities, the Committee shall provide recommendations to the
University Teaching and Learning Commons, the Faculty Senate, and the University administration regarding matters of faculty professional development and programs for the enhancement of faculty professional abilities and effectiveness, including participation in seminars, workshops, colloquia, and other professional development programs, professional travel and similar activities. The Committee Chair shall serve as liaison to the University Teaching and Learning Commons Advisory Board.

**Membership:** One (1) voting General Faculty member from each electoral division plus one (1) Senator. *Ex officio* and nonvoting: A representative of the University Teaching and Learning Commons and the Chair of the Academic Computing Committee.

**vii. General Education Council**

*Charge:* The General Education Council is charged with ongoing review and maintenance of the General Education goals, assessment of student achievement of those goals, oversight of the General Education requirements, and the approval of requests for GEC markers and designations. The Council shall establish an effective structure for marker and designation approvals that may include the establishment of ad hoc committees or the involvement of faculty consultants, as needed. The Writing Intensive and Speaking Intensive Committees are supervised by the Council.

*Membership:* Twelve (12) voting General Faculty members, six (6) from the College of Arts and Sciences, one (1) from each of the other electoral divisions. *Ex-officio* and non-voting members may be appointed by the Provost as needed.

**viii. Scholarly Communications Committee**

*Charge:* The Scholarly Communications Committee will support the University’s research and teaching missions by consulting with and advising the University faculty in matters relating to the dissemination, use, and archiving of information and knowledge. The Committee will work collaboratively with campus administrators and faculty members to develop and implement a program offering leadership and direction toward altering the current course of scholarly communications, so that it is economically sustainable and ensures the widest possible access to the scholarly record. The Committee will:

1. Analyze issues of scholarly publishing and communication as they apply to academic research institutions like UNCG. Propose short-term and long-term strategies to inform UNCG faculty about these issues;
2. Propose short-term and long-term strategies to inform UNCG faculty about these issues;
3. Provide faculty with guidance on fair use, intellectual property rights, and management of their creative works;
4. Suggest and endorse avenues for individual and collective action, including actions that faculty members can take to contribute to an open and sustainable system of scholarly communication;
5. Promote initiatives and practices that encourage faculty to explore the challenges and opportunities associated with disseminating research, creative works, and teaching materials through new methods and electronic means.
ix. **Student Learning Enhancement Committee**

*Charge:* The Student Learning Enhancement Committee was established for the following purposes:

1. To review the assessment plans for all undergraduate and graduate programs to assure that they are designed to improve student learning based on evidence and to meet accreditation requirements,
2. To report annually to the Faculty Senate on the current status of academic program assessment at UNCG,
3. To advise the deans of electoral divisions or their designees on how departments might enhance their academic program assessment plans to improve opportunities for student learning, and
4. To make recommendations to the Associate Vice Provost for Assessment, Accreditation and Academic Program Planning for actions to be taken to improve UNCG’s efforts to enhance student learning. This committee is also charged to celebrate successful examples of student learning enhancement resulting from assessment activities and to sponsor presentations and workshops to familiarize faculty with assessment practices and benefits.

*Membership:* The members of the Student Learning Enhancement Committee will be appointed by the deans of the electoral divisions for staggered three-year terms and consist voting General Faculty members: one (1) from the University Libraries, two (2) from the College of Arts and Sciences, and one (1) from each of the other electoral divisions. Additional members will include a liaison from the General Education Council, an undergraduate student, and a graduate student. Excellent teachers and faculty with expertise in undergraduate, graduate, and distance education will be sought as members. The Director of Academic Assessment will serve as an ex-officio member of this committee and support its work to ensure that opportunities for student learning are enhanced and compliance with SACS academic program assessment mandates is achieved.

x. **Committee on Non-Tenure Track Faculty Issues**

*Charge:* The Committee on Non-Tenure Track Faculty Issues shall review existing policies and practices governing NTT faculty and recommend changes to improve NTT working conditions at UNCG.

*Membership:* One (1) voting General Faculty member from each electoral division, plus one (1) Senator. Tenure track and/or tenured faculty shall comprise no more than 25% of the membership of the committee.
ARTICLE IV: AMENDMENTS TO THIS CONSTITUTION

IV.A. Amendments to Articles I, II, and IV

1. Any member of the General Faculty may submit amendments to the Constitution to the Chair of the Senate.

2. The Chair of the Faculty Senate shall forward all suggested amendments to the Faculty Government Committee for review and approval before they are sent to the Faculty Senate for a vote.

3. After review by the Faculty Government Committee and approval by the Faculty Senate, amendments to the Constitution, Articles I, II, and IV, along with their rationale, shall be submitted for approval to the General Faculty.

4. The General Faculty shall act on any amendments at the General Faculty meeting in which they are introduced, provided that a copy of the amendment shall have been circulated to the voting General Faculty members and posted on the Faculty Senate website with notification via email to the voting members. This process of circulation, posting, and notification must occur at least five working days prior to the General Faculty meeting at which the amendments are to be considered.

5. Amendments to the Constitution Articles I, II, and IV must receive the approval of two-thirds of the required quorum of 45 voting members of the General Faculty.

6. The Secretary of the General Faculty shall forward all amendments to the Chancellor for approval.

7. On an annual basis the Faculty Government Committee will review the Constitution of the Faculty, including the Bylaws of the Faculty Senate, for clerical or typographical errors and/or changes necessitated by approved changes to the University. Any such changes will be reported to the Faculty Senate and General Faculty.

IV.B. Amendments to Article III: Bylaws of the Faculty Senate

1. Amendments to Article III: Bylaws of the Faculty Senate shall be in accordance with this Constitution, and shall be reviewed and approved by the Faculty Government Committee before being presented to the Faculty Senate for a vote.

2. Article III: Bylaws of the Faculty Senate may be amended by a majority vote of Senators present and voting at a regular Senate meeting.

3. Amendments to Article III by the Senate need not be approved by the General Faculty to take effect, but must be reported to the General Faculty and may be modified or rescinded by the General Faculty in accordance with the provisions of this Constitution.

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The Constitution of the General Faculty
The University of North Carolina at Greensboro

(Approved by the Faculty Council, Spring Semester 1991)

(Revised by the General Faculty on the following dates:
3/2/94, 10/14/96, 1/21/98,
3/10/99, 3/8/00, 3/14/01, 4/2/03, 4/25/12, 4/24/13, 9/17/14, 4/19/17, 9/20/17, 4/19/18)

PREAMBLE

Table of Contents

PREAMBLE

ARTICLE I: THE GENERAL FACULTY

A. Composition of the General Faculty
B. Authority of the General Faculty
C. Legislative Powers of the General Faculty
D. Functions of the General Faculty
E. Officers of the General Faculty
F. Meetings of the General Faculty
G. Agendas, Motions and Resolutions of the General Faculty
H. Voting at General Faculty Meetings
I. Minutes of General Faculty Meetings

ARTICLE II: THE FACULTY SENATE

A. Composition of the Faculty Senate
B. Election of Senators
C. Duties of the Faculty Senate
D. Officers of the Faculty Senate
E. Terms of Senators
F. Filling Vacancies on the Faculty Senate
G. Scheduling and Conduct of Faculty Senate Meetings
H. Faculty Senate Agenda
I. Voting at Faculty Senate Meetings

3 The UNCG Faculty Council predates the Faculty Senate, which was established in the Fall of 1991.
ARTICLE III: BYLAWS OF THE FACULTY SENATE

A. Policies on Committee Elections and Appointments
B. Standing Committee Structure and Charges

ARTICLE IV: AMENDMENTS TO THIS CONSTITUTION

A. Amendments to Articles I, II, and IV
B. Amendments to Article III: Bylaws of the Faculty Senate

PREAMBLE

The faculty of The University of North Carolina at Greensboro acknowledges the principle of shared-governance, and recognizes the responsibility of the faculty in advising the Chancellor with respect to questions of academic policy, institutional governance, and any other matters pertaining to the institution that are of interest and concern to the faculty (The Code of the Board of Governors of University of North Carolina, Section 502 D(2)). This Constitution establishes procedures whereby this responsibility shall be discharged, and defines the functions of the following governing bodies: the General Faculty, the Faculty Senate, and committees of the Faculty Senate.

The electoral divisions (see: ARTICLE II, Section 2.2) shall establish governance structures in accordance with the provisions of The Code of the Board of Governors, the Promotion, Tenure, Academic Freedom, and Due Process Regulations of The University of North Carolina at Greensboro, applicable professional accreditation agencies, and this Constitution. In adopting these structures the electoral divisions shall recognize the right of the faculty to elect their own representatives.

ARTICLE I: THE GENERAL FACULTY

SECTION 1A. Composition of the General Faculty

4. The General Faculty of the University of North Carolina at Greensboro consists of voting and nonvoting members.

5. Voting members of the General Faculty are tenured and tenure-track faculty, faculty on leave, all full-time lecturers, full-time clinical faculty, full-time academic professional faculty, full-time research faculty, the President of the University of North Carolina, the Chancellor, the Provost, all Vice Chancellors and such other officials having responsibility for making and administering
Enclosure F

Educational, research and student welfare policies as shall be approved by the General Faculty.4

6. The nonvoting members of the General Faculty consist of faculty emeriti, visiting faculty, writers-in-residence, artists-in-residence, part-time faculty, adjunct faculty, and such other officials having responsibility for making and administering educational, research and student welfare policies as shall be approved by the General Faculty.2

4. The official roster of the General Faculty shall be maintained in the Faculty Senate office, and shall be open for inspection by any member of the University community.

SECTION 21.B. Authority of the General Faculty

1. The authority of the General Faculty established herein derives from The Code of the Board of Governors of the University of North Carolina, Section 502.D(2) giving the Faculty the right to “advise the chancellor on any matters pertaining to the institution that are of interest and concern to the faculty,” and charging the Chancellor to define the scope of authority of faculties, councils, committees and officers of the institution. This Constitution is the means by which this authority is defined.

2. All action items passed by the General Faculty or by its legislative arm, the Faculty Senate, shall be forwarded to the Chancellor for approval.

SECTION 31.C. Legislative Powers of the General Faculty

The legislative powers of the General Faculty are vested in a Faculty Senate, whose power is defined and members elected according to the principles in ARTICLE II, Article II.

SECTION 41.D. Functions of the General Faculty

2. The General Faculty shall:
   a) Advise the chancellor on any matters pertaining to the institution that are of interest and concern to the faculty;
   b) Request and hear reports from the Faculty Senate, the Faculty Assembly, the Chancellor, or any member of the administration;
   c) Approve all promotion and tenure policies and regulations recommended by the Faculty Senate;
   d) Consider any matter relating to the welfare of The University of North Carolina at Greensboro or of the members thereof;
   e) Modify or rescind actions of the Faculty Senate in accordance with the provisions of this Constitution.

4 The Chancellor, Provost, or any Vice Chancellor may propose that positions on their staff be approved for General Faculty membership as “such other officials having responsibility for making and administering educational, research, and student welfare policies.” The Faculty Government Committee shall study the proposal and recommend action to the Senate.
Amend this Constitution in accordance with the provisions in Article III, Article IV.

**SECTION 5.** Officers of the General Faculty

14. The officers of the General Faculty shall consist of a Chair, Chair-Elect, Past Chair, Secretary, and Parliamentarian and may not hold an administrative position higher than department head/chair.

a. The Chair, Chair-Elect, and Past Chair shall be tenured members of the General Faculty shall be the Chair of the Faculty Senate.

b. The Secretary and Parliamentarian shall be members of the General Faculty.

c. Voting members of the General Faculty shall be who do not hold an administrative position higher than department head or chair and who have been employed at UNCG for two years may be elected from its own membership to serve for a two-year term. It shall be the duty of employment, and are eligible to begin service as an officer of the Faculty Senate beginning in the fall of their third year.

15. The Faculty Senate shall elect the Chair, Chair-Elect, and Secretary to record and to certify the minutes of all General Faculty meetings, and to oversee the distribution of the agenda and the minutes of all General meetings.

a. The Faculty Senate shall solicit nominations for Chair, Chair-Elect, and Secretary.

b. The list of nominees for the positions of Chair, Chair-Elect and Secretary, along with a paragraph describing each nominee's qualifications and, if so desired, a copy of their curriculum vitae, shall be assembled by the Faculty Senate Elections Committee and made available to the Senate no less than one week prior to the election.

c. The Chair, Chair-Elect, and Secretary shall be elected by the Faculty Senate by a simple majority vote from among the candidates nominated for this position.

16. A senator who is elected or appointed as an officer of the General Faculty Bylaws, if any, shall resign his or her seat on the Senate at the time that he or she assumes his or her official duties.

17. **Chair**

The Chair shall preside over the Faculty Senate, and the business portion of the General Faculty Meetings. The Chair shall represent the General Faculty at all meetings of the Board of Trustees; in the absence of the Chair, the Chair-Elect or other person designated by the Chair will represent the General Faculty. The Chair shall serve a two-year term, but may not serve two consecutive terms as Chair-Elect/Chair/Past-Chair, or any combination of these offices separately or in aggregate. The Chair is a voting member of the Faculty Senate, but shall vote

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5 A Chair is normally only elected under conditions spelled out in Article I.E.11.
only in cases of a tie.

18. **Chair-Elect**

The Chair-Elect shall be a non-voting member of the Faculty Senate. The term of the Chair-Elect shall be one year, alternating with the term of the Past-Chair. The Chair-Elect shall succeed the Chair upon expiration of the Chair’s term. In the absence of the Chair, the Chair-Elect shall preside over meetings of the General Faculty and Faculty Senate.

19. **Past-Chair**

The Past-Chair shall be a non-voting member of the Faculty Senate, and shall advise the Chair on matters related to General Faculty and Faculty Senate business. The term of the Past-Chair shall be one year, alternating with the term of the Chair-Elect. During the year in which the office of Chair-Elect is empty, the Past-Chair shall fulfill all the duties of the Chair-Elect.

20. **Secretary**

The Secretary shall serve a two-year term, staggered with the term of the Chair. The Secretary may be re-elected to one additional term of two years. The Secretary shall record and oversee the distribution of the minutes of the General Faculty and Faculty Senate meetings. The Secretary shall maintain an accurate copy of the Constitution.

21. **Parliamentarian**

The Chair shall appoint the Parliamentarian, who serves at the pleasure of the Chair, and may be removed by the Chair or by the procedures specified in Article I.E.9. The Parliamentarian advises the Chair on parliamentary procedures.

22. In the absence of the Chair at a meeting of the General Faculty or the Faculty Senate, the Chair-Elect will preside, and may vote in the case of a tie; in the absence of both the Chair and Chair-Elect, the Past-Chair will preside, and may vote in the case of a tie. In the absence of the Chair at a meeting of the Board of Trustees, the Chair-Elect or other person designated by the Chair will represent the General Faculty.

23. Any officer of the General Faculty may be removed from office at a regularly scheduled General Faculty meeting by a three-quarters vote of a quorum of 9/10 of the voting Members. Any officer so removed will be replaced as if they had resigned their position.

24. If the Chair be unable or unwilling to serve out his or her term, then the Chair-Elect shall be elevated to the position of Chair and shall serve out the remainder of the Chair’s term, followed by the term to which they were originally elected. If the Chair’s resignation occurs during a year in which there is no Chair-Elect, a special election shall be held to elect a new Chair.

25. **Should the Chair Elect**

The Chair shall appoint the Parliamentarian of the General Faculty to a two-year term. The or Secretary be unable or unwilling to serve out his or her term, then the Chair shall inform the General Faculty of this fact, and a special election shall be held to elect a new Chair-Elect or Secretary.

26. Should the Parliamentarian be unable or unwilling to serve out his or her term, then the Chair
shall appoint a new Parliamentarian and inform the General Faculty of this fact.

17. The Parliamentarian shall advise the Chair on the conduct of the business section of the General Faculty meetings.

SECTION 6. Meetings of the General Faculty

8. Meetings of the General Faculty shall be held whenever there is business that requires General Faculty action or consultation, but shall take place not less than once every academic year. Meetings may be called by the Chancellor, by the Chair of the General Faculty, or by a petition to the Secretary signed by at least twenty-five members of the General Faculty.

9. The Chancellor shall convene the meetings of the General Faculty and shall make opening remarks on such matters as he or she deems appropriate. In the absence of the Chancellor, the Chair of the Faculty Senate shall convene the meetings.

10. The Chair of the General Faculty shall preside over the business section of the General Faculty meetings.


12. The General Faculty may go into executive session at any meeting by a majority vote of those members present and voting.

13. Gallery privileges at General Faculty Meetings shall be extended to all members of the University community.

14. The General Faculty, by majority vote of the members present and voting, may grant speaking privileges to members of the gallery.

SECTION 7.G. Agendas, Motions and Resolutions of the General Faculty

6. The Chair, in consultation with the Chancellor, the Provost, the Chair-Elect of the Faculty Senate, and the officers of the General Faculty shall organize the agenda for each meeting.

7. Items may be placed on the agenda by the Chancellor, by the Faculty Senate, and by committees of the Faculty Senate. Any member of the General Faculty may request that an item be placed on the agenda. This request must be honored if accompanied by a petition signed by 15 voting members of the General Faculty.

8. All items to be placed on the agenda including those proposed or petitioned by members of the General Faculty must be submitted in writing to the Secretary of the General Faculty at least ten
working days before the meeting at which they are to be scheduled.

9. Motions or resolutions proposing General Faculty action may be introduced from the floor without previous inclusion on the agenda only by consent of two-thirds of the General Faculty members present and voting. However, motions to modify or rescind Faculty Senate action may not be introduced from the floor.

10. The Secretary of the General Faculty shall post the agenda for each meeting of the Faculty Senate website, notify the voting members of the General Faculty via email that the agenda has been posted, and circulate an electronic copy of the agenda to Senators, Department Heads/Chairs, and Deans, at least five working days prior to the meeting.

SECTION 8.I.H. Voting at General Faculty Meetings

6. Only voting members of the General Faculty as defined in Article I, Section 1.2 Article I.A.2 shall be entitled to vote at General Faculty meetings.

7. Quorums

   a) A quorum of 135 voting members of the General Faculty is required for modifying or rescinding Faculty Senate action, except that a quorum of 45 voting members of the General Faculty is required for amending this Constitution.

   b) For all other actions of the General Faculty a quorum shall consist of the voting members present.

8. A simple majority is sufficient to decide all matter that come before the General Faculty, except that a two-thirds majority is required for modifying or rescinding Faculty Senate action, and for amending this Constitution.

9. Voting shall ordinarily be *viva voce* vote, but a standing ballot or secret ballot may be called for by the Chair, or by any member of the voting membership of the General Faculty.

10. At times when a face-to-face meeting of the General Faculty cannot occur, voting may be conducted through secure electronic means. The electronic voting must be preceded by an electronic discussion. Electronic discussions will be held according to Robert’s Rule’s, if possible, but otherwise will be held as a Committee of the Whole. Electronic voting and discussion will remain open for a minimum of 48 hours for discussion and 48 hours for voting, unless the Chair of the General Faculty determines that a shorter period is necessary and announces it prior to the vote. Electronic voting and discussion will be conducted in accordance with the provisions of the North Carolina Open Meetings Act.

SECTION 9. Bylaws I.I. Minutes of the General Faculty Meetings

5. The minutes of General Faculty may adopt Bylaws for the purpose of conducting its business. Such Bylaws meetings shall be in accordance with this Constitution contain the essence of all viewpoints expressed and shall be reviewed and a report of actions rejected as well as actions approved by, with a record of the Faculty Government Committee before being presented vote when a count is made.
6. The minutes will be distributed after each meeting as an attachment to the subsequent agenda. Corrections of the minutes of each meeting shall be included in the minutes of the next regular meeting of the General Faculty.

4. The Secretary shall ensure that an official file of the minutes of General Faculty for a vote.

7. The General meetings is maintained in the Faculty Senate Office, and on the Faculty Senate website.

2-8. The Secretary shall Bylaws may be amended by a majority vote of ensure the deposit of the General Faculty members present and voting records in the University Archives.

ARTICLE II: THE FACULTY SENATE

SECTION 4I.A. Composition of the Faculty Senate

4. The Faculty Senate shall consist of elected (voting) and nonvoting members.

5. Voting members of the General Faculty who do not hold an administrative position higher than department head or chair and who have been employed at UNCG for two years may be elected to the Faculty Senate or serve as an officer of the Faculty Senate (Chair, Chair-Elect, Secretary) during their second or later year of employment, and are eligible to begin service on the Faculty Senate or as an officer of the Faculty Senate beginning in the fall of their third year.

6. Nonvoting members of the Faculty Senate shall consist of the Chair-Elect, Past-Chair, and Parliamentarian of the Faculty Senate, the Chancellor, Provost, all Vice Chancellors, Dean of the Graduate School, Dean of Undergraduate Studies, a representative from the Deans Council appointed by the Provost, Chair of the Staff Senate or the Chair’s designee, two graduate students appointed by the President of the University Graduate Student Association, and two undergraduate students appointed by the President of the Student Government Association.

7. The Chair of the Faculty Senate shall appoint the Parliamentarian, who serves at the pleasure of the Chair, and may be removed by the Chair or by the procedures specified in Section 4, Part 8 of Article II. The Parliamentarian advises the Chair on parliamentary procedures.

8. If any positions on the Faculty Senate or its committees are not filled for any reason, these bodies may still function.

SECTION 2II.B. Election of Senators

4. The voting members of the Faculty Senate shall consist of Senators elected from the electoral divisions defined below, and apportioned among them in the same ratio as the number of voting members of the General Faculty in each electoral division to the number of voting members of the General Faculty in the
University.

5. The electoral divisions are:
   a. the College of Arts and Sciences,
   b. the Joseph M. Bryan School of Business and Economics,
   c. the School of Education,
   d. the School of Health and Human Sciences,
   e. the College of Visual and Performing Arts,
   f. the School of Nursing,
   g. the University Libraries,
   h. the Joint School of Nanoscience and Nanoengineering.

6. The number of Senators to be elected from each electoral division shall be established according to the following procedure:
   a. An apportionment factor shall be computed by dividing the total number of voting members of the General Faculty into the number 36.
   b. The number of Senators from each electoral division shall be computed by multiplying the number of voting members of the General Faculty in that division by the apportionment factor, and rounding the product to the nearest integer.
   c. If the integer generated by the process in II. 3B.3. b (above) for any electoral division is less than or equal to two, that electoral division will be represented by two Senators. If the integer is less than or equal to one, the electoral division may, by majority vote of all voting members of the General Faculty belonging to that electoral division, choose to be represented by one Senator. This choice may be reversed at any time by another majority vote of all voting members of the General Faculty belonging to that electoral division, returning that electoral division's representation to two Senators.
   d. The total number of voting members of the General Faculty used in these calculations shall be the number of voting General Faculty employed by the University at the beginning of the fall semester.
   e. The percent of tenured or tenure track faculty elected from each electoral division shall be a minimum of 50%.

9. Approximately one-third of the Faculty Senate shall be elected each year.

10. The normal term of elected service shall be three years beginning July 1 and end on June 30, although the terms of some seats may be reduced at the time of election if this is necessary to assure that approximately one-third of the Faculty Senate is elected each year. When deciding which seats should be given shorter terms, the general principle that seats from electoral divisions with more Senators should be given shorter terms should be followed, provided that each division retains a mix of terms in its seats (1, 2, and 3 years).

11. Each electoral division shall establish written procedures for electing its Senators, conducting the elections, and announcing the results.

12. All voting members of the General Faculty are eligible to vote for Senators in their electoral division.

13. The Faculty Senate may decide at any time, by simple majority vote, to adjust the number used to determine the appointment factor (currently 36).
SECTION 3II.C. Duties of the Faculty Senate

2. The Faculty Senate shall:

   a. Promote high educational standards at the University;
   b. Establish, review, evaluate and restructure the committees of the Faculty Senate;
   c. Act on reports and recommendations from the committees of the Faculty Senate;
   d. Approve the academic calendar for the University;
   e. Approve the minimum general University degree requirements;
   f. Recommend the establishment or discontinuation of degrees;
   g. Approve policies and regulations governing the conditions under which the instruction of students takes place;
   h. Approve the academic honor policy;
   i. Advise members of the administration regarding standards of admission to the University;
   j. Recommend to the General Faculty for approval promotion and tenure policies and regulations;
   k. Review policies and regulations pertaining to faculty appointments, development, teaching and research;
   l. Make recommendations to the administration regarding faculty salaries and benefits;
   m. Review and recommend policies governing continuing education, extension services, summer school and distance learning;
   n. Maintain and promote the welfare of all members of the University community;
   o. Advise and counsel the administration upon any matters that the administration or the Faculty Senate may wish to present, and to act upon any matters presented by the administration when action is appropriate; and
   p. Review the provisions of “The Constitution of the General Faculty” at least every five years and make recommendations to the General Faculty.
   q. Determine what matters are to be delegated to other bodies established by this Constitution;
   r. Seek the advice and counsel of any member of the General Faculty on any matter.

SECTION 4II.D. Officers of the Faculty Senate

2—1. The officers of the Faculty Senate shall consist of a Chair, Chair-Elect, Past Chair, and Secretary, and may not hold an administrative position higher than department head/chair.

a. The chair and chair-elect shall be tenured members of the General Faculty shall be the officers of the Faculty Senate.

b. The secretary shall be a member of the General Faculty.

3. The Faculty Senate shall elect the Chair, Chair-Elect, and Secretary by the following procedures:

   a. The Faculty Senate Elections Committee shall solicit nominations for Chair, Chair-Elect and Secretary.
   b. The list of nominees for the positions of Chair, Chair-Elect and Secretary, along with a paragraph describing each nominee’s qualifications and, if so desired, a copy of their curriculum vitae, shall be assembled by the Faculty Senate Elections Committee and made

6. A Chair is normally only elected under conditions spelled out in Article II, Section 6.
available to the Senate no less than one week prior to the election.

c. The Chair, Chair-Elect, and Secretary shall be elected by the Faculty Senate by a simple
majority vote from among the candidates nominated for this position.

4. A senator who is elected as an officer of the Faculty Senate, or who is appointed
Parliamentarian, shall resign his or her seat on the Senate at the time that he or she assumes his
or her official duties.

5. Chair

The Chair shall be a tenured member of the General Faculty and shall preside over the Faculty
Senate, and the business portion of the General Faculty Meetings. The Chair shall represent the
General Faculty at all meetings of the Board of Trustees. The Chair shall serve a two year term,
but may not serve two consecutive terms as Chair-Elect/Chair/Past Chair, or any combination
of these offices separately or in aggregate. The Chair is a voting member of the Faculty Senate,
but shall vote only in cases of a tie.

6.1 Chair-Elect

The Chair-Elect shall be a tenured member of the General Faculty and a non-voting member of the Faculty
Senate. The term of the Chair-Elect shall be one year, alternating with the term of the Past Chair. The Chair-
Elect shall succeed the Chair upon expiration of the Chair’s term.

7.1 Past Chair

The Past Chair shall be a tenured member of the General Faculty and a non-voting member of the Faculty
Senate, and shall advise the Chair on matters related to Faculty Senate business. The term of the Past Chair
shall be one year, alternating with the term of the Chair-Elect.

8. Secretary

4. The Secretary shall be a member of the General Faculty, and shall serve a two year term,
staggered with the term of the Chair. The Secretary may be re-elected to one additional term of
two years. The Secretary shall record and oversee the distribution of the minutes of the Faculty
Senate. The Secretary shall maintain an accurate set of Faculty Senate Bylaws.

9. Any officer of the Faculty Senate, or the parliamentarian, may be removed from office at a
regularly-scheduled Faculty Senate meeting by a three-quarters vote of a quorum of 9/10 of the
voting Senators. Any officer so removed will be replaced as if they had resigned their position.
SECTION 5. Terms of Senators

3. Senators may not serve more than two consecutive terms.

4. A member of the Faculty Senate who has served two consecutive terms shall be ineligible for re-election until one year following the last term of office shall have elapsed.

SECTION 6. Filling Vacancies on the Faculty Senate

1. If a person other than an officer of the General Faculty (see I.E.9-12) elected or appointed to a position or office under this Constitution or its General Faculty or Senate Bylaws should temporarily or permanently withdraw from that office or position, the vacancy shall be filled by an appointment to continue until the said member resumes the position or office or until their term has expired. The Faculty Senate shall make such appointments, by majority vote of the Faculty Senate, for persons elected or appointed by the General Faculty or the Faculty Senate, except under the following conditions: (1)
   a. If the Chair of the Faculty Senate resigns, he or she shall be replaced by the Chair-Elect, or by a special election if there is no currently serving Chair-Elect. (2)
   b. If a member of the University Promotion and Tenure Committee resigns or is unable to serve on the committee, the Chair of the Faculty Senate shall consult with the Provost and appoint a tenured Senator as a replacement. (3)
   c. The electoral divisions shall make such replacement appointments for persons elected or appointed by that electoral division.

2. Any person elected or appointed by the Faculty Senate or an electoral division to fill a vacancy, temporary or permanent, on the Faculty Senate or a committee is eligible to be nominated for a full term when the next regular election is held.

3. If the Chair resigns his or her position, the Chair-Elect shall be elevated to the position of Chair and shall serve out the remainder of the Chair’s term, followed by the term to which they were originally elected. If the Chair’s resignation occurs during a year in which there is no Chair-Elect, a special election shall be held to elect a new Chair.

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4. Should the Chair-Elect be unable or unwilling to serve out his or her term, then the Chair shall inform the Faculty Senate of this fact, and the Faculty Senate shall elect a new Chair-Elect at its next meeting.

SECTION 7. Scheduling and Conduct of Faculty Senate Meetings

7. The Faculty Senate shall schedule a regular monthly meeting. However, if no agenda items are submitted, then the Chair of the Faculty Senate may cancel the meeting.

8. The Chair of the Faculty Senate may, at his or her discretion, schedule additional Faculty Senate meetings
during any month. If any senator objects to the extra meeting(s) then the Faculty Senate shall vote on the matter, with a simple majority vote.

9. All members of the General Faculty shall have the right to attend and speak at Faculty Senate meetings.

10. Gallery privileges shall be extended to all other members of the University community, and the Chair of the Faculty Senate may grant speaking privileges to members of the gallery.

11. The Faculty Senate may go into executive session at any meeting, by a majority vote of Senators present and voting. An executive session shall consist of all members of the voting General Faculty present at the meeting.

12. In all cases not covered by this Constitution or by the Bylaws adopted by the Faculty Senate, the procedures in the latest edition of Robert’s Rules of Order shall be followed.

**SECTION 8. Faculty Senate Agenda**

5. The Chair of the Faculty Senate shall prepare the agenda in consultation with the Chancellor, the Provost, the Chair-Elect and the Secretary of the Faculty Senate.

6. Any member of the Senate may request that an item be placed on the agenda by submitting a written request to the Secretary of the Senate at least ten working days in advance of the meeting.

7. The agenda for all Senate meetings shall be circulated to the Senators, the Deans, and posted on the University website, at least five working days in advance of the meeting.

8. The agenda shall be followed unless modified by consent of a majority of the Senators present and voting.

**SECTION 9. Voting at Faculty Senate Meetings**

4. Only elected members of the Faculty Senate, as defined in Article II, Section 2.A.1, shall be entitled to vote at Faculty Senate meetings.

5. Unless otherwise specifically provided in the Constitution or Senate Bylaws, all votes of the Faculty Senate shall be decided by majority vote. Voting shall ordinarily be *viva voce*, but a standing vote or secret ballot may be called for by the Chair, or by any member of the Faculty Senate. At the discretion of the Chair, votes may be conducted through the use of an Audience Response System (clickers).

6. At times when a face-to-face meeting of the Faculty Senate cannot occur, it may be useful or necessary to conduct business and vote on motions electronically. In such situations, voting will be conducted through secure means. The electronic voting will be preceded and accompanied by an electronic discussion. Electronic discussions will be held according to Robert’s Rules, if possible, but otherwise will be held as a Committee of the Whole. Electronic voting and discussion will remain open for specified periods with a minimum duration of 48 hours for discussion and 48 hours for voting, unless the Chair of the Faculty Senate determines that a shorter period is necessary and announces it prior to the vote. Electronic voting and discussion will be conducted in accordance with the provisions of the Open Meetings Act.
SECTION 10. Minutes of Faculty Senate Meetings

5. The minutes of Faculty Senate meetings shall contain the essence of all viewpoints expressed and a report of actions rejected as well as actions approved, with a record of the vote when a count is made.

6. The minutes will be distributed after each meeting as an attachment to the subsequent agenda. Corrections of the minutes of each meeting shall be included in the minutes of the next regular meeting of the Faculty Senate.

7. The Secretary shall ensure that an official file of the minutes of Faculty Senate meetings is maintained in the Faculty Senate Office, and on the Faculty Senate website (see Article I.J).

8. The Secretary shall ensure the deposit of the Faculty Senate records in the University Archives.

SECTION 11. Committees of the Faculty Senate

10. The Faculty Senate shall establish standing and ad-hoc committees as it deems necessary or useful for the effective and expeditious conduct of its business.

11. Ad-hoc committees may be appointed by the Chair of the Faculty Senate, or established by a majority vote of the Faculty Senate, for a fixed term. When a committee is appointed by the Chair, the Faculty Senate shall be formally notified of such action at its next meeting.

12. Standing committees may be established only by a majority vote of the Faculty Senate.

13. Types of committees
   c. Committees composed solely of members of the Faculty Senate, whether elected or appointed. Ex-officio members may also be appointed by the Faculty Senate as appropriate.
   d. Committees composed solely of voting members of the General Faculty, whether elected or appointed, with the addition of one Senator appointed by the Chair of the Faculty Senate to serve as a Faculty Senate liaison. Ex-officio members may also be appointed by the Faculty Senate as appropriate.

14. Restrictions on committee service
   a. Senators may not serve on more than one elected committee.
   b. No member of the General Faculty may
      i. hold more than one elective office, including election to the Faculty Senate or to membership on a committee, except as indicated in Article II, Section 14.K.5.b.iv (below),
      ii. serve as an appointed member on more than two committees at a time, except for reasons of special competence,
      iii. serve more than two consecutive terms on one committee. Re-election or re-appointed to the same committee is not possible until one year after the expiration of the second term, except as indicated in Article II, Section 14.K.5.b.iv (below).
iv. Article II, Sections 11.5b, K.5.b,ii & 11.5b,iii (above) do not apply to membership on a committee held by virtue of being chair of a committee within an electoral division.

c. All committee assignments begin on July 1 and end on June 30 of year in which the term ends. Election and appointments to all committees shall be made no later than the last regular meeting of the Faculty Senate in the spring semester commencement.

15. Consistent with the powers and duties enumerated in their charges, all boards and committees shall report to the Faculty Senate for action, and shall submit annual reports to the Faculty Senate.

16. Vacancies on appointed committees shall be filled according to rules established by the electoral divisions.

17. Each committee is empowered to appoint *ad hoc* sub-committees to conduct assignments relevant to its work.

18. Evaluation of Committees
   a. The Faculty Senate shall establish written procedures for the review and evaluation of all committees.
   b. The Chair of the Faculty Senate in consultation with the Chair-Elect may appoint an *ad hoc* committee of the Senate to conduct a review of its committees, or may assign this duty to one of the standing committees.
   c. During its review and evaluation, the Faculty Senate may, together with the constituencies advised by the committees (if any), terminate, consolidate, restructure, expand or create committees.

-SECTION 12. Faculty Senate Bylaws

1—The Faculty Senate shall adopt Bylaws for the purpose of conducting its business. Such bylaws shall be in accordance with this Constitution, and shall be reviewed and approved by the Faculty Government Committee before being presented to the Faculty Senate for a vote.

2—The Faculty Senate Bylaws may be amended by a majority vote of Senators present and voting.

ARTICLE III: AMENDMENTS TO THIS CONSTITUTION

1—Any member of the General Faculty may submit amendments to the Constitution, or to the Bylaws of the General Faculty, to the Chair of the Senate.

2—The Chair of the Faculty Senate shall forward all suggested amendments to the Faculty Government Committee for review and approval before they are sent to the Faculty Senate for a vote.

3—After review by the Faculty Government Committee and approval by the Faculty Senate, amendments to the Constitution, along with their rationale, shall be submitted for approval to the General Faculty.
4. The General Faculty shall act on any amendments at the General Faculty meeting in which they are introduced, provided that a copy of the amendment shall have been circulated to the voting General Faculty members and posted on the Faculty Senate website with notification via email to the voting members. This process of circulation, posting, and notification must occur at least five working days prior to the General Faculty meeting at which the amendments are to be considered.

5. Amendments to the Constitution must receive the approval of two-thirds of the required quorum of 45 voting members of the General Faculty.

6. The Secretary of the General Faculty shall forward all amendments to the Chancellor for approval.

7. On an annual basis the Faculty Government Committee will review the Constitution of the Faculty and the Bylaws of the General Faculty and the Faculty Senate for clerical or typographical errors and/or changes necessitated by approved changes to the University. Any such changes will be reported to the Faculty Senate and General Faculty.
BYLAWS
OF THE GENERAL FACULTY AND FACULTY SENATE

BYLAWS OF THE GENERAL FACULTY

BYLAWS OF THE FACULTY SENATE

ARTICLE I: POLICIES ON COMMITTEE ELECTIONS AND APPOINTMENTS

SECTION I. Policies on Committee Elections and Appointments

1. Terms of Office
All terms of office are for three years with the exception of the Committee on Committees, the Promotions and Tenure Guidelines Committee, and the Research Policies Committee. When multiple members of a committee are elected from one electoral division, the terms of these members shall be staggered. Terms for the Committee on Committees and the Faculty Promotions and Tenure Guidelines Committee are determined by virtue of being chairs of committees within electoral divisions. Terms for Research Policies Committee are specified in its charge.

SECTION II. Elections
The electoral divisions shall devise procedures for the election of members to the elected committees, and shall inform the Committee on Committees of these procedures.

SECTION III. Appointments
The electoral divisions shall appoint members to the Advisory (Appointed) Committees based on the recommendations of the Committee on Committees. Upon appointing faculty to serve on the advisory committees, the electoral divisions shall inform the Committee on Committees of their chosen representatives so that the Committee can compile and disseminate the information. If an unfilled position exists by the deadline given by the Committee on Committees, the Dean of the electoral division in which the vacancy exists is responsible for filling any vacancies that occur after the initial appointments have been made.

SECTION IV. Selection of Committee Chairs
The chairs of the appointed and elected committees shall be selected by the last meeting of the year by the members of each committee from among their continuing members. New chairs will be named in the committee annual reports to the Faculty Senate and will take office July 1 annually.

SECTION V. Annual Reports
Annual reports of all committees shall be submitted to the Chair of the Faculty Senate by the end of April each year. Faculty Senate officers will review the reports, distribute a summary of the reports to the Faculty Senate, and determine which recommendations should be action items for the Faculty Senate agenda. A copy of each committee’s annual report shall be forwarded to the next chair of the committee. Copies of all annual
reports shall be kept on file for three years in the Faculty Governance Office. At the end of three years the copies shall be forwarded to the University Archives.

SECTION 6. III. B. Standing Committee Procedures

Each Senate committee shall develop Structure and submit in writing to the Faculty Senate for approval rules and procedures for conducting the business of the committee. Charges

ARTICLE II: STANDING COMMITTEE STRUCTURE AND CHARGES

SECTION 1: Committees Composed Solely of Senators

c. Faculty Senate Elections Committee

Charge: The Faculty Senate Elections Committee shall receive nominations and conduct elections to fill all elected offices and elected committee positions of the Faculty Senate. It shall make recommendations regarding the replacement of elected officers and committee members when vacancies occur. The Committee shall periodically adjust the apportionment factor for conducting Faculty Senate elections, as described in Article II, Section 2.3, Article II.B.3. The Committee shall review the election procedures of the electoral divisions and recommend to the Faculty Senate changes where appropriate. If the Faculty Senate supports the changes, they shall be forwarded to the electoral divisions for their action.

Membership: The Faculty Senate Elections Committee shall consist of at least three members of the Faculty Senate appointed by the Chair of the Faculty Senate. The Chair of the Faculty Senate shall appoint the chair of the committee. There are no ex-officio members of the committee.

d. University Promotion and Tenure Committee

Charge: The major purpose of the committee is to provide faculty counsel to the Chancellor in accord with the Promotion, Tenure, Academic Freedom, and Due Process Regulations (The Regulations) Section 4.B.iii.b. The committee will also annually review The Regulations as mandated in The Regulations Section 10.

Membership: The Committee on Promotions and Tenure shall consist of the Chair of the Faculty Senate and six tenured Senators elected to two-year staggered terms by a majority vote of the Faculty Senate. The Chair of the Faculty Senate shall serve as the chair of the Committee and shall be a voting member. No department may have more than one member on the Committee at the same time, with the exception of the Chair of the Faculty Senate. No member, other than the Chair of the Faculty Senate, may serve successive terms on the committee. No faculty member who is a candidate for promotion may be a member of the Committee their year of candidacy. In the event that there are not enough tenured faculty members on Faculty Senate to serve on this committee, nominations for the remaining committee members will be solicited from the General Faculty and elected to the committee by the Faculty Senate.

SECTION 2: Committees Composed of Elected Members of the General Faculty and Ex-Officio Members
By notifying the Chair of the Faculty Senate before the beginning of any academic year, any electoral division having fewer voting members of the General Faculty than there are Faculty Senate Committees that require members from each electoral division may exclude itself for that year from representation on any of the committees below which require a member from each electoral division.

I. Committees Elected at Large

i. Committee on Due Process

*Charge:* The Committee on Due Process shall exercise the following duties and responsibilities:

1. Receive evidence, conduct hearings, and report its findings and recommendations to the department head and the department head’s immediate supervisor or to the Chancellor and, as appropriate, to the Chair of the Faculty Senate, on appeals from administration decisions involving discharge or the imposition of serious sanctions, termination of faculty employment, and non-reappointment. In exercising its responsibility, the committee shall use the definition of terms and the procedures for such hearings which are established by *The Code of The University of North Carolina* and the *Promotion, Tenure, Academic Freedom and Due Process Regulations of The University of North Carolina at Greensboro*.

2. All appeals arising under *Section 603 of The Code of The University of North Carolina* shall be heard by the full committee. In all other appeals arising under the committee’s jurisdiction, the committee may establish an *ad hoc* panel of at least three committee members appointed by the chair to conduct hearings, receive evidence, and report to the full committee for the committee’s deliberation and recommendation. The panel report shall include records, transcripts, all other written material, and the panel’s recommendation. However, no committee member may participate in the discussion or decision on his or her own appeal or in any other case in which that committee member has participated in the recommendations from departments, the electoral divisions, or other University committees.

*Membership:* Four (4) tenured voting General Faculty members plus one (1) Senator.

ii. Faculty Grievance Committee

*Charge:* The Faculty Grievance Committee shall hear, mediate, and advise with respect to the adjustment of faculty grievances concerned with matters directly related to a faculty member’s employment status and institutional relationships on this campus in accordance with the provisions of *The Code of The University of North Carolina*.

No grievance that grows out of or involves matters related to a formal proceeding for the suspension, discharge, or termination of a faculty member, or that is within the jurisdiction of another faculty committee, may be considered by the Faculty Grievance Committee.

*Membership:* Seven (7) voting members of the General Faculty [at least one (1) non-tenure track member, one (1) assistant professor, one (1) associate professor, and one (1) professor, and one (1) member from each electoral division (excluding the JSNN, at their request)] plus one (1) Senator. Of the seven (7) voting members of the General Faculty, only three (3) may be untenured, and at least two (2) must be professors. The chair of the committee must be a
tenured associate professor or professor. (No officer of the administration, including department heads and division chairs, shall be eligible to serve on the committee.)

iii. Faculty Assembly Delegation

*Charge:* The Faculty Assembly Delegation shall
(1) gather and exchange information on behalf of the faculties of the constituent institutions of The University;
(2) advise, through appropriate channels, the Board of Governors, the General Assembly, and other governmental agencies and officers on matters of University-wide import; and advise and communicate with the President of The University regarding matters of importance to the faculties as well as the whole University.

*Membership:* The UNCG Delegation to the UNC Faculty Assembly shall consist of four delegates: the Faculty Senate Chair, the Senate Chair-Elect (or Past-Chair in the years in which there is no Chair-Elect), and two voting members of the General Faculty elected at-large by a vote of the General Faculty. The lead delegate shall be elected annually by the delegation, and shall be one of the delegates elected at-large. The two faculty members elected at-large shall serve three-year terms. Three alternates to the delegation shall be elected at-large, each of whom shall serve three-year terms. The Chair of the Delegation will arrange for one of the alternates to attend UNC Faculty Assembly meetings in place of a delegate who is unable to attend. In addition, should one of the regular at-large delegates be unable or unwilling to complete his or her term, the Chair of the Faculty Senate shall appoint one of the alternates to serve out the term of that delegate.

iv. Faculty Government Committee

*Charge:* The primary function of the committee is to recommend to the Faculty Senate all changes to The Constitution of the Faculty, including changes to the Bylaws. Recommendations related to the policies and regulations subject to adoption by the General Faculty shall be forwarded to the Faculty Government Committee for consideration and review before presentation to the Faculty Senate. The committee may also review the governance structures adopted by the electoral divisions to determine that they are consistent with The Code of The University of North Carolina, the Promotion, Tenure, Academic Freedom, and Due Process Regulations, and The Constitution of the Faculty. The committee shall also recommend to the Faculty Senate for its approval, procedures for conducting its business, and shall receive proposals from the Chancellor, Provost, or any Vice Chancellor regarding positions on their staff to be approved for General Faculty membership. The Committee shall study the proposal and recommend action to the Faculty Senate.

*Membership:* Four (4) voting members of the General Faculty, plus one (1) Senator.

2b. Committees Elected by Faculty Senate Electoral Divisions

i. Academic Policies and Regulations Committee

*Charge:* The committee shall develop policies governing the academic calendar, summer session, class scheduling, academic advising, and undergraduate regulations and requirements.
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Membership: One (1) voting General Faculty member from each electoral division (excluding the JSNN, at their request), plus one (1) Senator. *Ex officio* and nonvoting members: as designated by the Provost. (The President of the Student Government and the President of the Graduate Student Association will be invited to attend or to send a representative.)

**ii. Committee on Committees**

*Charge:* The committee shall preside over elections for the Secretary of the General Faculty and for elected at-large members of Faculty Senate committees. The committee shall conduct the nomination and elections processes and determine the eligibility of the nominees in conformity with The Constitution, the Bylaws of the General Faculty and Faculty Senate, and the membership regulations of the committees; it shall also collate results from electoral division elections and appointments and General Faculty elections and report all results to the Faculty Senate. As part of this duty it shall set a date each year by which the electoral division shall report their results to the Chair of the Faculty Senate and to the Chair of the Committee on Committees. This date should be early enough so that results are known before University-wide elections are to be held. It shall also, in consultation with the committee chairs, recommend replacement members to fill vacancies on their respective appointed committees. For committees with student representation, the Vice Chancellor for Student Affairs shall submit the names of students recommended by the President of the Student Government Association to the Committee for inclusion on the committees that have undergraduate representation. The Dean of the Graduate School shall submit names of students recommended by the Graduate Student Association to the Committee for inclusion on the committees that have graduate representation. The committee shall recommend to the Chancellor, as requested, names of faculty members to serve on specially appointed committees. In addition to the above responsibilities, the committee, upon approval by the Faculty Senate, shall recommend to the Chancellor the names of three tenured faculty members from which the Chancellor may select the Faculty Representative to the National Collegiate Athletic Association.

*Membership:* Chairpersons of the electoral division committees responsible for elections (excluding the JSNN, at their request), plus one (1) Senator.

**iii. Promotions and Tenure Guidelines Committee**

*Charge:* The committee shall review the electoral divisions’ documents and exchange information about the general guidelines and expectations that the electoral divisions have developed for the evaluation of teaching, research and creative activity, service, and directed professional activity for promotions and tenure.

*Membership:* Chairpersons of the seven (7) electoral division committees on promotions and tenure (excluding the JSNN, at their request). *Ex officio* and nonvoting members: the Chair of the Faculty Senate.

**iv. Graduate Studies Committee**

*Charge:* The Graduate Studies Committee shall be an agency of the Faculty Senate devoted to studying aspects of graduate education. Its basic duties and responsibilities are as follows:
Establish criteria for the selection and review of members of the Graduate Faculty;
Review proposals for all new courses, revised courses, and modifications to current courses taking one of the following actions: approve, disapprove, approve with modification.
Review and act on all proposals for new graduate programs or major modifications to existing programs including the discontinuation of graduate programs. When the Provost gives preliminary consideration to a plan to establish or discontinue one or more graduate degree programs, for example, during the early stages of the University’s strategic planning process, the Provost will consult with the committee; the committee will make recommendations to the Provost regarding the general advisability of pursuing such a plan;
Review and formulate policies and regulations related to graduate education admission, retention, and graduate requirements;
Hear student appeals related to Graduate School policies and regulations;
Call to the attention of the Graduate Faculty and the administration issues of concern relating to graduate education;
Act on matters referred by the Faculty Senate, Dean of the Graduate School, Graduate Faculty, and the Graduate Student Association on graduate education;
Report to the Faculty Senate on actions taken regarding graduate education policies and programs;
Advise the Faculty Senate on matters relating to graduate education.

Membership: The Graduate Studies Committee shall consist of eighteen (18) voting members, all Members, Research Members or Academic Professional Members of the Graduate Faculty, elected by members of the Graduate Faculty in each electoral division. Six (6) of these members shall be elected from the following electoral divisions (1 from each electoral division): Bryan School of Business and Economics; School of Education; School of Health and Human Sciences; College of Visual and Performing Arts; School of Nursing; and the Joint School of Nanoscience & Nanoengineering. The College of Arts and Sciences shall elect three (3) representatives with one each from the areas of the humanities, science and mathematics, and social and behavioral sciences. To achieve programmatic balance, four (4) additional members shall be appointed by the Committee Chair, in consultation with the Dean of the Graduate School, to serve one-year terms. In addition, the Faculty Senate will appoint one (1) Senator to the Graduate Studies Committee. Four (4) other voting members of the committee include the Dean and Associate Dean of the Graduate School, and two (2) student representatives, with voting privileges on all issues except academic appeals, elected by the Graduate Students Association. Three (3) ex-officio and non-voting members serve on the GSC: the Registrar, a representative of the Office of Assessment and Accreditation, and a representative from the University Libraries.
Charge: The Faculty Senate Online Learning Committee shall study issues pertaining to the development, delivery, assessment and enhancement of online learning courses and programs at UNCG. It shall also facilitate the development, delivery and taking of online learning courses and programs, and work to enhance the quality of distance learning courses.

Membership: One (1) faculty member elected by each academic unit, except for the JSNN (at their request) and one (1) Senator, appointed by the Chair of the Faculty Senate. *Ex officio*, non-voting members: a representative from each of the following areas: the Division of Continual Learning, the Office of the Registrar, Admissions, Business Affairs, the Deans Council, the Staff Senate, the Student Government Association, the Faculty University Teaching and Learning Commons, and Information Technology Services.

vi. Research Grants Committee

Charge: The primary functions of the committee are to:

1. receive, evaluate, and act on applications for funding of faculty research grants, subsidies for book publication, referred publication page charges, submission fees, journal article reprints, and exhibition/performance charge; and
2. set policies and procedures deemed necessary.

Membership: Seven (7) voting members of the General Faculty [one (1) from each electoral division, excluding the University Libraries], plus one (1) Senator. Up to six (6) additional members may be appointed by the chair of the committee, after consultation with the Vice Chancellor for Research & Economic Development, in order to achieve programmatic balance, to serve one-year terms. *Ex officio* and nonvoting: Vice Chancellor for Research & Economic Development.

vii. Undergraduate Curriculum Committee

Charge: The Undergraduate Curriculum Committee shall be the agency of the Faculty Senate responsible for reviewing the undergraduate curriculum, making policy recommendations to the Faculty Senate on curricular matters, and performing such other duties as approved by the Faculty Senate, including the following:

1. To review and approve all proposals for new courses; existing courses in which substantial changes have been made; new majors, programs, concentrations, and degrees which have been approved by the College Council or the curriculum committees of the various electoral divisions; the discontinuation of courses and programs; routine changes as previously approved by the Provost’s Office. When the Provost gives preliminary consideration to a plan to establish or discontinue one or more undergraduate degree programs, for example, during the early stages of the University’s strategic planning process, the Provost will consult with the committee; the committee will make recommendations to the Provost regarding the general advisability of pursuing such a plan;

2. To review and approve student proposals under Plan II (Specially Designed Programs of Study);
(3) To take up for study or action matters referred by the Faculty Senate and General Faculty or any other matters deemed important to the work of the committee.

Membership: Nine (9) voting members of the General Faculty (one (1) from each electoral division, excluding the JSNN, at their request), except three (3) from the College, plus one (1) Senator. Ex-officio and nonvoting members: the Director of Planning and Assessment, and additional members appointed by the Provost.

3c. Advisory Committees Appointed by the Faculty Senate Electoral Divisions

i. Academic Computing Committee

Charge: This committee shall serve as a policy formulation body with respect to academic computing and related activities. The committee shall act in an advisory capacity to the Faculty Senate and to members of the University administration. The committee shall report to the Vice Chancellor for Information Technology and Planning and the Associate Vice Chancellor for Information Technology.

Membership: One (1) one voting General Faculty member from each electoral division (excluding the JSNN, at their request), plus one (1) Senator. Ex officio and nonvoting: Associate Vice Chancellor for Client Services and the Director, representative of the Faculty University Teaching and Learning Commons.

ii. Budget Committee

Charge: The Budget Committee shall make recommendations to the Vice Chancellor for Business Affairs, the Provost, and other appropriate administrators and to the Faculty Senate regarding strategic planning related to the University budget. These recommendations should seek to promote the University’s instructional, scholarly, and service missions. The Budget Committee shall meet regularly with the Vice Chancellor for Business Affairs, the Provost, and other appropriate administrators during the process of the budgetary cycle, its revision, and allocation of University resources. The Budget Committee shall also educate the General Faculty about both the University and UNC System budgetary process and provide forums as needed for issues related to this process.

Membership: One (1) faculty from each electoral division (excluding the JSNN, at their request), plus one (1) Senator. Ex officio: Vice Chancellor for Business Affairs and the Provost or their designees.

iii. Faculty Professional Compensation and Welfare Committee

Charge: The purpose of the Faculty Professional and Welfare Committee shall be to support the role of faculty members as learned professionals. The committee shall review and make recommendations on matters concerning professional status and effectiveness in the areas of teaching, research, and service. All matters, including salary and benefits are relevant, including but not limited to standards of professional performance; professional rights and privileges; working conditions; standards for teaching loads and reduction in load for research and service assignments; research and other leaves of absence. Regarding salaries, the committee shall make
periodic and timely reports to the Faculty Senate regarding items such as comparison of salaries among the electoral divisions, gender differences in salaries, and salary inequities between new appointments and continuing appointments in similar disciplines.

**Membership:** One (1) voting General Faculty member from each electoral division, plus one (1) Senator. Among the membership, at least one non-tenure track faculty member shall serve on the committee.

### iv. Intercollegiate Athletics Committee

**Charge:** The committee shall be responsible for monitoring and reporting on intercollegiate athletics to the Faculty Senate. Of primary concern to the committee shall be the academic welfare of the student athletes and the overall integrity of the intercollegiate athletics program. The committee shall be available to hear and act on complaints and suggestions about intercollegiate athletics from the faculty, students, and other members of the University community.

**Membership:** One (1) voting General Faculty member from each electoral division (excluding the JSNN, at their request), plus 1 Senator and 3 students (1 from the Student Athletic Association, 1 from the Student Government Association, 1 from the Graduate Student Association). *Ex officio:* Faculty Representative to the NCAA. *Adjunct:* Director of Athletics, Chair of the Chancellor’s Advisory Committee on Intercollegiate Athletics, and the Associate Director of Athletics for Student Welfare.

### v. Research Policies Committee

**Charge:** The committee shall make advisory recommendations to the Faculty Senate and/or to the Vice Chancellor for Research & Economic Development, acting for the Provost, about new policies or changes in existing policies that affect research conducted by faculty at the University. The overall goal for the committee is to enhance the research climate of the University.

**Membership:** One (1) voting General Faculty member from each electoral division, plus one (1) Senator, one (1) University-wide Institute or Center Director, the Chair of the Institutional Review Board for Human Subjects, the Chair of the Institutional Animal Care and Use Committee, and the Vice Chancellor for Research and Economic Development.

### vi. Professional Development Committee

**Charge:** In consultation with the *Director Associate Vice Provost* of the University Teaching and Learning Commons and other campus entities, the Committee shall provide recommendations to the University Teaching and Learning Commons, the Faculty Senate, and the University administration regarding matters of faculty professional development and programs for the enhancement of faculty professional abilities and effectiveness, including participation in seminars, workshops, colloquia, and other professional development programs, professional travel and similar activities. The Committee Chair shall serve as liaison to the University Teaching and Learning Commons Advisory Board.

**Membership:** One (1) voting General Faculty member from each electoral division (excluding the JSNN, at their request) plus one (1) Senator. *Ex officio* and nonvoting: *Director A representative*
xi. **General Education Council**

*Charge:* The General Education Council is charged with ongoing review and maintenance of the General Education goals, assessment of student achievement of those goals, oversight of the General Education requirements, and the approval of requests for GEC markers and designations. The Council shall establish an effective structure for marker and designation approvals that may include the establishment of ad hoc committees or the involvement of faculty consultants, as needed. The Writing Intensive and Speaking Intensive Committees are supervised by the Council.

*Membership:* Twelve (12) voting General Faculty members, six (6) from the College of Arts and Sciences, one (1) from each of the other electoral divisions. Ex-officio and non-voting members may be appointed by the Provost as needed.

xii. **Scholarly Communications Committee**

*Charge:* The Scholarly Communications Committee will support the University's research and teaching missions by consulting with and advising the University faculty in matters relating to the dissemination, use, and archiving of information and knowledge. The Committee will work collaboratively with campus administrators and faculty members to develop and implement a program offering leadership and direction toward altering the current course of scholarly communications, so that it is economically sustainable and ensures the widest possible access to the scholarly record. The Committee will:

1. Analyze issues of scholarly publishing and communication as they apply to academic research institutions like UNCG, excluding the JSNN (at their request). Ex-officio and non-voting members may be appointed by the Provost as needed.
(4). Suggest and endorse avenues for individual and collective action, including actions that faculty members can take to contribute to an open and sustainable system of scholarly communication;

(5). Promote initiatives and practices that encourage faculty to explore the challenges and opportunities associated with disseminating research, creative works, and teaching materials through new methods and electronic means.

d. Suggest and endorse avenues for individual and collective action, including actions that faculty members can take to contribute to an open and sustainable system of scholarly communication;

e. Promote initiatives and practices that encourage faculty to explore the challenges and opportunities associated with disseminating research, creative works, and teaching materials through new methods and electronic means.

Membership: Two (2) voting General Faculty members from the University Libraries, two (2) members from the College, one (1) from each of the other electoral divisions (excluding the JSNN, at their request), one (1) member from the Office of Research & Economic Development, one (1) member from the Office of University Counsel, and one (1) member from the Division of Continual Learning.

xiii. Student Learning Enhancement Committee

Charge: The Student Learning Enhancement Committee was established for the following purposes:

a. To (1). To review the assessment plans for all undergraduate and graduate programs to assure that they are designed to improve student learning based on evidence and to meet accreditation requirements,

b. To (2). To report annually to the Faculty Senate on the current status of academic program assessment at UNCG,

c. To (3). To advise the deans of electoral divisions or their designees on how departments might enhance their academic program assessment plans to improve opportunities for student learning, and

d. To (4). To make recommendations to the Associate Vice Provost for Planning and Assessment, Accreditation and Academic Program Planning for actions to be taken to improve UNCG’s efforts to enhance student learning. This committee is also charged to celebrate successful examples of student learning enhancement resulting from assessment activities and to sponsor presentations and workshops to familiarize faculty with assessment practices and benefits.

d. Membership: The members of the Student Learning Enhancement Committee will be appointed by the deans of the electoral divisions for staggered three-year terms and consist of voting General Faculty members: one (This committee is also charged to celebrate successful
examples of student learning enhancement resulting from assessment activities and to sponsor presentations and workshops to familiarize faculty with assessment practices and benefits.  

**Membership:** The members of the Student Learning Enhancement Committee will be appointed by the deans of the electoral divisions for staggered three-year terms and consist of voting General Faculty members: one (1) from the University Libraries, two (2) from the College of Arts and Sciences, and one (1) from each of the other electoral divisions. Additional members will include a liaison from the General Education Council, an undergraduate student, and a graduate student. Excellent teachers and faculty with expertise in undergraduate, graduate, and distance education will be sought as members. The Director of Academic Assessment will serve as an ex-officio member of this committee and support its work to ensure that opportunities for student learning are enhanced and compliance with SACS academic program assessment mandates is achieved.

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**xiv. Committee on Non-Tenure Track Faculty Issues**

**Charge:** The Committee on Non-Tenure Track Faculty Issues shall review existing policies and practices governing NTT faculty and recommend changes to improve NTT working conditions at UNCG.

**Membership:** One (1) voting General Faculty member from each electoral division, plus one (1) Senator. Tenure track and/or tenured faculty shall comprise no more than 25% of the membership of the committee.

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**ARTICLE IV: AMENDMENTS TO THIS CONSTITUTION**

**IV.A. Amendments to Articles I, II, and IV**

1. Any member of the General Faculty may submit amendments to the Constitution to the Chair of the Senate.  
2. The Chair of the Faculty Senate shall forward all suggested amendments to the Faculty Government Committee for review and approval before they are sent to the Faculty Senate for a vote.

3. After review by the Faculty Government Committee and approval by the Faculty Senate, amendments to the Constitution, Articles I, II, and IV, along with their rationale, shall be submitted for approval to the General Faculty.

4. The General Faculty shall act on any amendments at the General Faculty meeting in which they are introduced, provided that a copy of the amendment shall have been circulated to the voting General Faculty members and posted on the Faculty Senate website with notification via email to the voting members. This process of circulation, posting, and notification must occur at least five working days prior to the General Faculty meeting at which the amendments are to be considered.

5. Amendments to the Constitution Articles I, II, and IV must receive the approval of two-thirds of the required quorum of 45 voting members of the General Faculty.
6. The Secretary of the General Faculty shall forward all amendments to the Chancellor for approval.

7. On an annual basis the Faculty Government Committee will review the Constitution of the Faculty, including the Bylaws of the Faculty Senate, for clerical or typographical errors and/or changes necessitated by approved changes to the University. Any such changes will be reported to the Faculty Senate and General Faculty.

vii. Committee on Non-Tenure Track Faculty Issues

**Charge:** The Committee on Non-Tenure Track Faculty Issues shall review existing policies and practices governing NTT faculty and recommend changes to improve NTT working conditions at UNCG.

**Membership:** One (1) voting General Faculty member from each electoral division, plus one (1) Senator. Tenure track and/or tenured faculty shall comprise no more than 25% of the membership of the committee.

IV.B. Amendments to Article III: Bylaws of the Faculty Senate

1. Amendments to Article III: Bylaws of the Faculty Senate shall be in accordance with this Constitution, and shall be reviewed and approved by the Faculty Government Committee before being presented to the Faculty Senate for a vote.

2. Article III: Bylaws of the Faculty Senate may be amended by a majority vote of Senators present and voting at a regular Senate meeting.

3. Amendments to Article III by the Senate need not be approved by the General Faculty to take effect, but must be reported to the General Faculty and may be modified or rescinded by the General Faculty in accordance with the provisions of this Constitution.