General Faculty Meeting Agenda
Virginia Dare Room, Alumni House

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

3:05  Approval of September 20, 2017 Minutes
Laurie Kennedy-Malone, Secretary, General Faculty

3:10  Provost Remarks
Dana Dunn, Provost and Executive Vice Chancellor

3:20  Faculty Activity Tracking System: “Activity Insight” Implementation Overview
Gloria Thornton, Activity Insight Project Manager

3:45  Resolution: #GF04182018/1: Discretionary Exclusion of Small Electoral Divisions from Membership on Senate Committees Requiring a Member from Each Electoral Division
Steve Yarbrough, Chair, Faculty Government Committee

3:45  Resolution #GF04182018/2: To Revise and Combine the Constitution of the General Faculty and the Bylaws of the Faculty Senate into a Single Document

3:45  [Enc. A]

3:45  [Enc. B]

3:45  [Enc. C]

4:30  Academic Policy Reports
Joi Bulls, Chair, Academic Policies & Regulations Committee

4:50  Announcements and Adjournment

Upcoming Events:

Next Meeting of the Faculty Senate:
Wednesday, May 2, 2018, 3-5p
Alumni House, Virginia Dare Room

Commencement!

Doctoral Hooding Ceremony, Thursday, May 3, 2018

Graduation Greensboro Coliseum
Friday, May 4, 2018

Refreshments 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/mlwelze@uncg.edu
Minutes of the General Faculty
September 20, 2017

3:00 Andrea Hunter

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.

I want to first introduce you to the leadership team, Anne Wallace (Immediate Past Chair), Laurie Malone-Kennedy (Secretary), and Lynda Kellam (Parliamentarian) who is new to the Faculty Senate and joins us from the Libraries. As is our tradition, I will begin with a few opening remarks.

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As a child of teachers, I have spent my entire life on the academic calendar and Fall, and the opening of school, is when the year truly begins: all things are possible, and my energies are seemingly endless – and, I am reminded of why I love this work. This, I believe, is something we all share.

So, I want to welcome all of you to the New Year, and especially those who are joining the UNCG faculty. You will enrich us as a university, and we are pleased that you have joined us at this exciting moment in our university’s history.

We now commemorate the 125th anniversary of this university’s founding, to braid together the best of what we have been, and to make ourselves anew – it is our Third Act, a time for Giant Steps, as Chancellor Gilliam has stated, and we are resolute, and aspirational – as we should be.

The faculty are central to this story, we are a part of the lifeblood of UNCG; and though our roles and responsibilities are diverse and differ from those of central administration and other divisions, the health of the university is no less dependent on what we do.

Early in my career, a colleague said to me that they “work at a university, and not for it,” and I thought about this for a long while about what “at” and “for” meant. I understood that there was a weary cynicism underneath but what it also signalled to me was I needed to think purposively about my relationship to the university as an institution, and as a community.

I choose to pursue involvement in service and faculty governance not because of the ways the academy and the university most affirmed me, but because of its imperfections, and a generative hope to be a part of institutional transformation.

Giant Steps, is not only about innovations, but also the leaps that we must make as an institution and as a university community toward equity, what is just, and in the way we affirm the value and contributions of each of us; and; the emphasis on opportunity, excellence, and access must also be applied to faculty success.

As a faculty, we are also challenged to keep pace with the change unfolding around us, at this university and in higher education, which requires that we be engaged, and empowered, and that we build relationships with each other. Faculty governance, at all levels, is one critical mechanism through which this can occur.
The Faculty Senate, is the legislative arm of the General Faculty, and our committees where so much of the deep work occurs, is an engine. We have both breadth and depth in our university-level faculty governance structures, which includes not only 36 senators, but 25 committees and we are 200+ faculty strong.

I encourage you to engage with your Senators, reach out to Faculty Senate Committee Chairs, let us know what your concerns are, join us for Faculty Forums, talk to each other, and consider the opportunities to serve and lead in faculty governance.

Again welcome, and Happy New (Academic Year) Year!

Business Section

3:05 Laurie Kennedy-Malone asked for changes or additions to the April 19, 2017 General Faculty meeting minutes. No changes were suggested and the minutes were approved as written. [Enclosure A]

3:10 Anne Wallace, Immediate Past Chair of the Faculty Senate gave the background to the resolution on the agenda: Resolution #GF09202017/1: To Amend the Constitution of the General Faculty, Article II, Section 2, “Election of Senators,” to Restore Electoral Division’s Minimum Representation by Two Senators and to Provide for Optional Exemption for Small Electoral Divisions. Enclosure B included in the packet provided further detail. Anne Wallace provided the history of Faculty Senate representation, explaining that the Senators represent the General Faculty, apportioned according to the size of electoral divisions rather than the individual programs or departments with the divisions. From 1991 until 2012, the UNCG Faculty Constitution included language ensuring that every electoral division would have at least two Senators. The Constitution however now has language that calls for “rounding the product to the nearest integer greater than or equal to one.” The resolution being brought forward today has language to restore the “two-Senator rule” to the constitution, adding an option for small divisions to choose whether to have one or two Senators. Anne Wallace reiterated that the single intent of the resolution is to reverse what was an unintended consequence for small electoral divisions. The resolution was passed by the Faculty Senate on September 9, 2017. [Enclosure B]

3:20. Anne Wallace, Immediate Past Chair of the Faculty Senate and Stephen Yarbrough, Chair of the Faculty Governance Committee. [Enclosure C]. Resolution #GF09202017/1: To Amend the Constitution of the General Faculty, Article II, Section 2, “Election of Senators,” to Restore Electoral Division’s Minimum Representation by Two Senators and to Provide for Optional Exemption for Small Electoral Divisions. Steve Yarbrough read the resolution aloud. It was further explained that there are 36 Senators serving in the Senate, this number reflects the current apportionment process. After a brief discussion, the vote was taken and the resolution passed.

3:30. Julia Jackson-Newsome, Associate Vice Chancellor for Strategy and Policy: University Strategic Planning Update. Dr. Julia Jackson-Newsome was invited to the General Faculty meeting to give an overview of the new UNCG strategic plan. In her presentation, she addressed the four guiding principles of: Opportunity and Excellence, Student-Oriented, Research Intensive and Shared Places and Fate. The three Strategic Areas of Focus: Health and Wellness, Vibrant Communities and Global Connections was highlighted. Dissemination and branding was addressed in terms of Taking Giants Steps namely in core elements, goals and initiatives, and specific faculty seed grants for teaching and research.
Next, specific goals and initiatives for student success was addressed. Targeted increase enrolment in programs related to the strategic areas: Health and Wellness, Vibrant Communities and Global Connections. Pertaining to goals under Student Transformation, a goal now is to increase access for students in rural communities and from low-income backgrounds. Student experiences in experiential learning and co-curricular and extracurricular programming is targeted to increase. Additionally, there is now a focus on increased student success in the areas of increased graduation rate in particular students from low-income backgrounds and from rural communities. Pertaining to goals under Knowledge Transformation, the UNCG Internal Goal is to increase submissions, awards and funding for projects in the areas of Health and Wellness, Vibrant Communities, and Global Connections. The goal translated into a percentage is to increase UNCG external funding 5% since fiscal year 2017 to a target of 33,992,901. Pertaining to the goals under Regional Transformation initiatives to grow a critical workforce by graduating students enrolled in programs from Health and Wellness and Vibrant Communities and Global Connections.

Dr. Jackson-Newsome discussed the two areas of distinction: Health and Wellness and Visual and Performing Arts. The specific targets that the areas are charged to address include external funding, awards, rankings and pass rates for programs that prepare students under the area of Health and Wellness and the placement of graduates, museum attendance and museum collection size for the Visual and Performing Arts.

**Faculty Convocation 3:45. Dana Dunn, Provost and Executive Vice Chancellor.** The Provost opened her remarks that this is her fourth Faculty Convocation. She continued in mentioning that her report today in light of being fair, systematic and fully transparent would reflect the CITI Funding Allocation. The provost paused and said that for the first time in years there are no cuts projected in funding. She then highlighted in the power point presentation with information about the 2017-2018 Enrollment Change Funding. The total amount received by UNCG is $15,412,841 with $12,136,225 allocated to Academic Affairs (this amount includes funds carried forward from 2016-2017). The provost further explained how the funding has been divided into faculty line commitments, graduate assistantships, other academic support, holdback and benefits. The Provost then presented charts of faculty commitments 2016-2017 funded in 2017-2018 and then the commitments in 2017-2018 actually funded in 2017-2018. In the category of other Academic Support, the $2,085,087 funding will go to the Library, paying the rental fees programs housed at the Union Square Campus, UNCG Online and for Banner Engage. The Provost further explained that the $420,660 amount in the hold back funding which can be allocated for retention funding and matching offers. She presented a chart on Graduate Student Support 2017-2019 that was enhanced by the Enrollment Change Funding. The CITI Student Support Services Funding for 2017-2018 was explained in terms of advisors in Business and Economics, Enrollment Management, and Student Affairs. There is allocated $36,886 designated as hold-back money for funding for another unit needs as to be determined. With the Enrollment Change Funding this year are a number of one-time support of select initiatives with a total allocation of $783,975. The final area addressed was the allocation of additional support of faculty research which includes $179,349 for seed grants for faculty research for a total of $752,640. The Provost added the late breaking news pertaining to raises. She explained that these would be moderate raises. The allocation of the raises is to be based on 80% merit and 20% for scarcity of position/equity. Th Provost gave a background to the most recent raises since academic year 2014-2015. This year’s raise she explained would be an average of a 1.7% increase, the raises will be retroactive to July and the increase will appear in the October pay check. She highlighted another new
funding sources to the university to include $650,000 from the Bill and Melinda Gates Foundation. In addition, UNCG has received a 5-year, $1.15 million grant award from the U.S. Department of Education to support first-generation and underrepresented students in undergraduate research and graduate school preparation. UNCG is one of five universities in North Carolina to be selected for the program. We were alerted to an upcoming event sponsored by the Office of the Provost on October 17, George Mehaffy, AASCU Vice President for Academic Leadership and Change, will be coming to address The Faculty Role in Student Success.

4:50 **Andrea Hunter** reminded the faculty that immediately following the General Faculty meeting is the welcome reception and social for new faculty that is co-sponsored by the UNCG University Teaching & Learning Commons, the Faculty Senate, and the UNCG chapter of AAUP. The next Faculty Senate meeting will be held on October 4, 2017. She reminded faculty also of the upcoming Faculty Forum to be held on October 18, 2017 on the General Education Program Review. The forum will be held in the Alumni House, Virginia Dare room at 3pm. The meeting adjourned at 5:00pm.

Minutes provided by:

Laurie Kennedy-Malone, Secretary of the General Faculty

(Approval pending the April 18, 2018 General Faculty Meeting)
Resolution #GF04182018/1
To Amend the Constitution of the General Faculty, Bylaws of the Faculty Senate, Article II, Section 2, Item 3, "Advisory Committees Appointed by the Faculty Senate Electoral Divisions," to Allow Discretionary Exclusion of Small Electoral Divisions from Membership on Senate Committees Requiring a Member from Each Electoral Division

Stephen Yarbrough, Chair, Faculty Government Committee

WHEREAS Article II, Section 1, Item 2 of the Constitution of the General Faculty establishes the Joint School of Nanoscience and Nanoengineering as an electoral division, and

WHEREAS the Faculty Senate Bylaws, Article II, stipulates in the rules of eighteen of the Senate committees listed that one member from each electoral division shall be included in their membership, and

WHEREAS the Joint School of Nanoscience has fewer voting members of the General Faculty than there are Faculty Senate Committees that require members from each electoral division, and

WHEREAS the Faculty Senate does not wish to impose an undue burden of service on any of the electoral divisions, therefore

BE IT RESOLVED that Article II, Section 2, of the Faculty Senate Bylaws be amended by adding text beneath its heading to read as follows:

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.

BE IT FURTHER RESOLVED that the phrase “(excluding the JSNN, at their request)” shall be removed from the membership rules of the following committees: Faculty Grievance Committee, Academic Policies and Regulations Committee, the Committee on Committees, the Promotions and Tenure Guidelines Committee, the Senate Online Learning Committee, Undergraduate Curriculum Committee, Academic Computing Committee, the Budget Committee, the Intercollegiate Athletics Committee, the Research Policies Committee, the Professional Development Committee, the General Education Council, the Scholarly Communications Committee, and the Student Learning Enhancement Committee.

<table>
<thead>
<tr>
<th>Faculty Senate Action/Date: Approved 01/10/2018</th>
<th>Chancellor Action/Date: 01/16/2018</th>
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<tr>
<td>General Faculty Action/Date: * Present to GF April 18, 2018</td>
<td>Board of Trustees Action/Date:</td>
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<tr>
<td>UNC GA Action/Date: / BOG Action/Date:</td>
<td>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.</td>
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FGC minor changes to Constitution

To announce to the General Faculty on April 18 and to the Senate on May 2

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.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)
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

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; and

BE IT RESOLVED that (1) the Bylaws of the Faculty Senate shall be merged with the Constitution of the General Faculty, so that the current Bylaws of the Faculty Senate shall become Article III 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: | Approved 01/10/2018          |
| Chancellor Action/Date:    | 01/16/2018                   |
| General Faculty Action/Date: | * Present to GF April 18, 2018 |
| 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.

3
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)

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1 The UNCG Faculty Council predates the Faculty Senate, which was established in the Fall of 1991.
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

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.  

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.

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.

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 exercised.

2 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.
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

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3 A Chair is normally only elected under conditions spelled out in Article I.E.1.
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 advises 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.

I.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.

I.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.

1.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
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 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 ad hoc committees as it deems necessary or useful for the effective and expeditious conduct of its business.

2. 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 Continental 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.

**Membership:** Two (2) voting General Faculty members from the University Libraries, two members from the College, one (1) from each of the other electoral divisions, 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.

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 Provost for Planning and Assessment 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.