



**General Faculty Meeting & Faculty Convocation Agenda**

**Wednesday, Sept. 17, 2014**

**Location: Virginia Dare Room**

**3:00 – 5:00 PM**

<u>Time</u>	<u>Item</u>	<u>Action</u>	<u>Enclosure</u>
3:00	Call to order and opening remarks <i>Chancellor Linda Brady</i>	No	
3:10	Business Session <i>Spoma Jovanovic, Chair of the Faculty Senate</i> Review of Agenda  <i>Bruce Kirchoff, Chair of the Faculty Government Committee</i> Resolution #GF-09172014-01 <i>To Modify the Constitution of the General Faculty to Allow the Election of the Senate Officers from the General Faculty</i>  <i>Constitution of the General Faculty with track changes</i>	No  Yes  Yes	   A  B
3:20	FACULTY CONVOCATION <i>Provost &amp; Executive Vice Chancellor, Dana Dunn</i> <i>With: Charles Maimone, Vice Chancellor for Business Affairs</i> <i>Paul Mason, Associate VC for Marketing &amp; Strategic Communication</i> <i>Bryan Terry, Associate Provost for Enrollment</i>	No  No	
4:55	Closing Remarks <i>Spoma Jovanovic, Chair of the Faculty Senate</i> <i>Budget 101 Workshop Announcement and Details</i>	No	C
5:00	Adjournment	Yes	

**ANNOUCEMENTS**

- Budget 101: Workshop, Tuesday, 09/23/14, 2-3:30 pm. Music Building Recital Hall
- Please note that the dates of the 2014-2015 Faculty senate and General Faculty meetings, Faculty Senate Forum, and an updated Faculty Senate and Faculty Committee Roster are on the UNCG Faculty Senate Website: <http://facsen.uncg.edu/>
- **Next Faculty Senate Meeting will be on Wednesday, October 1, 2014**  
*(Agenda Items Due: 5pm Wednesday on September 15, 2014)*

**The University of North Carolina at Greensboro  
General Faculty Meeting  
September 17, 2014**

*Resolution #GS-09172014-01*

**To Revise the Constitution of the General Faculty to Allow the Election of the Senate  
Officers from the General Faculty**

*Submitted by UNCG Faculty Senate via the Faculty Government Committee  
Bruce K. Kirchoff, FGC Chair*

**WHEREAS**, the current Constitution of the Faculty only allows members of the Faculty Senate to serve as officers of the Senate, **and**

**WHEREAS**, it has become increasingly difficult to find senators willing to serve as officers, **therefore**

**BE IT RESOLVED** that *SECTION 1. Composition of the Faculty Senate, SECTION 4. Officers of the Faculty Senate, and SECTION 5. Terms of Senators* of *ARTICE II: THE FACUTY SENATE* shall be revised as indicated on the attached copy of the Constitution with Track Changes, to address the following issues (changes from the current constitution in **bold**), said changes having been approved by the Faculty Senate at the September 3, 2014 meeting.

The chair, chair-elect, and secretary will be elected by the Faculty Senate **from a pool of candidates that includes anyone on the General Faculty.**

The Parliamentarian **can be removed by the chair**, or by a vote of the senate.

The chair-elect and chair, **if they were senators, will resign their senate seats once they begin their service as officers** and thus will need to be replaced by their electoral divisions. This also means the **chair-elect will not vote** and that the chair votes only in case of a tie per Robert's Rules.

**BE IT FURTHER RESOLVED** that the wording on line 506 be changed to make it consistent with that used in the rest of the constitution: "5 working days" instead of "7 calendar days."

Faculty Senate Action/Date: <b>Approved 09/03/2014</b>	Effective Date: Immediately following approval by the Chancellor. Implementation of Resolution: The Faculty Senate Office will collaborate with the Office of the Provost to notify affected persons and offices to coordinate the update of printed and electronic forms and publications.
Chancellor Action/Date:	
General Faculty Action/Date:	
Board of Trustees Action/Date: N/A	
UNC GA or BOG Action/Date: N/A	

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

*(Approved by the Faculty Council,<sup>1</sup> 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/XX/14)*

**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 1. 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.<sup>2</sup>
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.<sup>2</sup>

<sup>1</sup> The UCG Faculty Council predates the Faculty Senate, which was established in the Fall of 1991.

<sup>2</sup> 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.

- 40 4. The official roster of the General Faculty shall be maintained in the Faculty Senate office, and  
41 shall be open for inspection by any member of the University community.  
42

43 **SECTION 2. Authority of the General Faculty**  
44

- 45 1. The authority of the General Faculty established herein derives from *The Code* of the Board of  
46 Governors of The University of North Carolina, Section 502.D(2) giving the Faculty the right to  
47 “advise the chancellor on any matters pertaining to the institution that are of interest and  
48 concern to the faculty,” and charging the Chancellor to define the scope of authority of faculties,  
49 councils, committees and officers of the institution. This Constitution is the means by which this  
50 authority is defined.  
51
- 52 2. All action items passed by the General Faculty or by its legislative arm, the Faculty Senate, shall  
53 be forwarded to the Chancellor for approval.

54 **SECTION 3: Legislative Powers of the General Faculty**

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

57 **SECTION 4. Functions of the General Faculty**

- 58 1. The General Faculty shall:  
59 a) Advise the chancellor on any matters pertaining to the institution that are of interest and  
60 concern to the faculty;  
61 b) Request and hear reports from the Faculty Senate, the Faculty Assembly, the Chancellor, or  
62 any member of the administration;  
63 c) Approve all promotion and tenure policies and regulations recommended by the Faculty  
64 Senate;  
65 d) Consider any matter relating to the welfare of The University of North Carolina at  
66 Greensboro or of the members thereof;  
67 e) Modify or rescind actions of the Faculty Senate in accordance with the provisions of this  
68 Constitution.  
69 f) Amend this Constitution in accordance with the provisions in Article III.  
70

71 **SECTION 5. Officers of the General Faculty**  
72

- 73 1. The officers of the General Faculty shall consist of a Chair, a Secretary, and a Parliamentarian.  
74
- 75 2. The Chair of the General Faculty shall be the Chair of the Faculty Senate.  
76
- 77 3. The Secretary of the General Faculty shall be elected from its own membership to serve for a  
78 two-year term. It shall be the duty of the Secretary to record and to certify the minutes of all  
79 General Faculty meetings, and to oversee the distribution of the agenda and the minutes of all  
80 General Faculty meetings. The Secretary shall maintain an accurate set of the General Faculty  
81 Bylaws, if any.  
82
- 83 4. The Chair shall appoint the Parliamentarian of the General Faculty to a two-year term. The  
84 Parliamentarian shall advise the Chair on the conduct of the business section of the General

85 Faculty meetings.

86 **SECTION 6. Meetings of the General Faculty**

- 87 1. Meetings of the General Faculty shall be held whenever there is business that requires General  
88 Faculty action or consultation, but shall take place not less than once every academic year.  
89 Meetings may be called by the Chancellor, by the Chair of the General Faculty, or by a petition  
90 to the Secretary signed by at least twenty-five members of the General Faculty.  
91
- 92 2. The Chancellor shall convene the meetings of the General Faculty and shall make opening  
93 remarks on such matters as he or she deems appropriate. In the absence of the Chancellor, the  
94 Chair of the Faculty Senate shall convene the meetings.  
95
- 96 3. The Chair of the General Faculty shall preside over the business section of the General Faculty  
97 meetings.  
98
- 99 4. The latest edition of *Robert's Rules of Order* shall be followed in the conduct of the business of the  
100 General Faculty.  
101
- 102 5. The General Faculty may go into executive session at any meeting by a majority vote of those  
103 members present and voting.  
104
- 105 6. Gallery privileges at General Faculty Meetings shall be extended to all members of the University  
106 community.  
107
- 108 7. The General Faculty, by majority vote of the members present and voting, may grant speaking  
109 privileges to members of the gallery.  
110

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

- 112
- 113 1. The Chair, in consultation with the Chancellor, the Provost, the Chair-Elect of the Faculty  
114 Senate, and the Secretary of the General Faculty shall organize the agenda for each meeting.  
115
- 116 2. Items may be placed on the agenda by the Chancellor, by the Faculty Senate, and by committees  
117 of the Faculty Senate. Any member of the General Faculty may request that an item be placed  
118 on the agenda. This request must be honored if accompanied by a petition signed by 15 voting  
119 members of the General Faculty.  
120
- 121 3. All items to be placed on the agenda including those proposed or petitioned by members of the  
122 General Faculty must be submitted in writing to the Secretary of the General Faculty at least ten  
123 working days before the meeting at which they are to be scheduled.  
124
- 125 4. Motions or resolutions proposing General Faculty action may be introduced from the floor  
126 without previous inclusion on the agenda only by consent of two-thirds of the General Faculty  
127 members present and voting. However, motions to modify or rescind Faculty Senate action may  
128 not be introduced from the floor.  
129
- 130 5. The Secretary of the General Faculty shall post the agenda for each meeting of the Faculty  
131 Senate website, notify the voting members of the General Faculty via email that the agenda has

132 been posted, and circulate an electronic copy of the agenda to Senators, Department  
133 Heads/Chairs, and Deans, at least five working days prior to the meeting.

134 **SECTION 8. Voting at General Faculty Meetings**

135 1. Only voting members of the General Faculty as defined in Article I, Section 1.2 shall be entitled  
136 to vote at General Faculty meetings.

137 2. Quorums

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

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

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

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

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

156 **SECTION 9. Bylaws of the General Faculty**

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

160  
161 2. The General Faculty Bylaws may be amended by a majority vote of General Faculty members  
162 present and voting.

163  
164 **ARTICLE II: THE FACULTY SENATE**

165 **SECTION 1. Composition of the Faculty Senate**

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

167  
168 2. Voting members of the General Faculty who do not hold an administrative position higher than

169 department head or chair and who have been employed at UNCG for two years may be elected  
 170 to the Faculty Senate or serve as an officer of the Faculty Senate (Chair, Chair-Elect, Secretary)  
 171 during their second or later year of employment, and are eligible to begin service on the Faculty  
 172 Senate or as an officer of the Faculty Senate beginning in the fall of their third year.  
 173

174 3. Nonvoting members of the Faculty Senate shall consist of the Chair-Elect, Past-Chair, and  
 175 Parliamentarian of the Faculty Senate, the Chancellor, Provost, all Vice Chancellors, Dean of  
 176 the Graduate School, Dean of Undergraduate Studies, a representative from the Deans Council  
 177 appointed by the Provost, Chair of the Staff Senate or the Chair's designee, two graduate  
 178 students appointed by the President of the University Graduate Student Association, and two  
 179 undergraduate students appointed by the President of the Student Government Association.  
 180

181 4. The Chair of the Faculty Senate shall appoint the Parliamentarian, who serves at the pleasure of  
 182 the Chair, and may be removed by the Chair or by the procedures specified in Section 4, Part 8  
 183 of Article II. The Parliamentarian advises the Chair on parliamentary procedures.  
 184

185 5. If any positions on the Faculty Senate or its committees are not filled for any reason, these  
 186 bodies may still function.  
 187

## 188 **SECTION 2. Election of Senators**

189

190 1. The voting members of the Faculty Senate shall consist of Senators elected from the electoral  
 191 divisions defined below, and apportioned among them in the same ratio as the number of voting  
 192 members of the General Faculty in each electoral division to the number of voting members of  
 193 the General Faculty in the University.  
 194

195 2. The electoral divisions are:

- 196 a. the College of Arts and Sciences,
- 197 b. the Joseph M. Bryan School of Business and Economics,
- 198 c. the School of Education,
- 199 d. the School of Health and Human Sciences,
- 200 e. the School of Music, Theatre and Dance,
- 201 f. the School of Nursing,
- 202 g. the University Libraries,
- 203 h. the Joint School of Nanoscience and Nanoengineering.  
 204

205 3. The number of Senators to be elected from each electoral division shall be established according  
 206 to the following procedure:

- 207 a. An apportionment factor shall be computed by dividing the total number of voting members  
 208 of the General Faculty into the number 36.
- 209 b. The number of Senators from each electoral division shall be computed by multiplying the  
 210 number of voting members of the General Faculty in that division by the apportionment  
 211 factor, and rounding the product to the nearest integer greater than or equal to one.
- 212 c. The total number of voting members of the General Faculty used in these calculations shall  
 213 be the number of voting General Faculty employed by the University at the beginning of the  
 214 fall semester.
- 215 d. The percent of tenured or tenure track faculty elected from each electoral division shall be a  
 216 minimum of 50%.  
 217

- 218 4. Approximately one-third of the Faculty Senate shall be elected each year.  
219
- 220 5. The normal term of elected service shall be three years beginning July 1 and end on June 30,  
221 although the terms of some seats may be reduced at the time of election if this is necessary to  
222 assure that approximately one-third of the Faculty Senate is elected each year. When deciding  
223 which seats should be given shorter terms, the general principle that seats from electoral  
224 divisions with more Senators should be given shorter terms should be followed, provided that  
225 each division retains a mix of terms in its seats (1, 2, and 3 years).  
226
- 227 6. Each electoral division shall establish written procedures for electing its Senators, conducting the  
228 elections, and announcing the results.  
229
- 230 7. All voting members of the General Faculty are eligible to vote for Senators in their electoral  
231 division.  
232
- 233 8. The Faculty Senate may decide at any time, by simple majority vote, to adjust the number used  
234 to determine the appointment factor (currently 36).

### 235 **SECTION 3. Duties of the Faculty Senate**

- 236 1. The Faculty Senate shall:  
237
- 238 a) Promote high educational standards at the University;
  - 239 b) Establish, review, evaluate and restructure the committees of the Faculty Senate;
  - 240 c) Act on reports and recommendations from the committees of the Faculty Senate;
  - 241 d) Approve the academic calendar for the University;
  - 242 e) Approve the minimum general University degree requirements;
  - 243 f) Recommend the establishment or discontinuation of degrees;
  - 244 g) Approve policies and regulations governing the conditions under which the instruction of  
245 students takes place;
  - 246 h) Approve the academic honor policy;
  - 247 i) Advise members of the administration regarding standards of admission to the University;
  - 248 j) Recommend to the General Faculty for approval promotion and tenure policies and  
249 regulations;
  - 250 k) Review policies and regulations pertaining to faculty appointments, development, teaching  
251 and research;
  - 252 l) Make recommendations to the administration regarding faculty salaries and benefits;
  - 253 m) Review and recommend policies governing continuing education, extension services,  
254 summer school and distance learning;
  - 255 n) Maintain and promote the welfare of all members of the University community;
  - 256 o) Advise and counsel the administration upon any matters that the administration or the  
257 Faculty Senate may wish to present, and to act upon any matters presented by the  
258 administration when action is appropriate; and
  - 259 p) Review the provisions of "The Constitution of the General Faculty" at least every five years  
260 and make recommendations to the General Faculty.
  - 261 q) Determine what matters are to be delegated to other bodies established by this Constitution;
  - 262 r) Seek the advice and counsel of any member of the General Faculty on any matter.

### 263 **SECTION 4. Officers of the Faculty Senate**



- 264 1. The officers of the Faculty Senate shall consist of a Chair, Chair-Elect, Past-Chair, and Secretary,  
 265 and may not hold an administrative position higher than department head/chair.  
 266 a. The chair and chair-elect shall be tenured members of the General Faculty.  
 267 b. The secretary shall be a member of the General Faculty.
- 268 2. The Faculty Senate shall elect the Chair<sup>3</sup>, Chair-Elect, and Secretary by the following procedures:  
 269 a. The Faculty Senate Elections Committee shall solicit nominations for Chair, Chair-Elect  
 270 and Secretary.  
 271 b. The list of nominees for the positions of Chair, Chair-Elect and Secretary, along with a  
 272 paragraph describing each nominee’s qualifications and, if so desired, a copy of their  
 273 *curriculum vitae*, shall be assembled by the Faculty Senate Elections Committee and made  
 274 available to the Senate no less than one week prior to the election.  
 275 c. The Chair, Chair-Elect, and Secretary shall be elected by the Faculty Senate by a simple  
 276 majority vote from among the candidates nominated for this position.  
 277  
 278  
 279
- 280 3. A senator who is elected as an officer of the Faculty Senate, or who is appointed  
 281 Parliamentarian, shall resign his or her seat on the Senate at the time that he or she assumes his  
 282 or her official duties.  
 283
- 284 4. **Chair**  
 285 The Chair shall be a tenured member of the General Faculty and shall preside over the Faculty  
 286 Senate, and the business portion of the General Faculty Meetings. The Chair shall represent the  
 287 General Faculty at all meetings of the Board of Trustees. The Chair shall serve a two-year term,  
 288 but may not serve two consecutive terms as Chair-Elect/Chair/Past-Chair, or any combination  
 289 of these offices separately or in aggregate. The Chair is a voting member of the Faculty Senate,  
 290 but shall vote only in cases of a tie.  
 291
- 292 5. **Chair-Elect**  
 293 The Chair-Elect shall be tenured member of the General Faculty and a non-voting member of  
 294 the Faculty Senate. The term of the Chair-Elect shall be one year, alternating with the term of  
 295 the Past-Chair. The Chair-Elect shall succeed the Chair upon expiration of the Chair's term.  
 296
- 297 6. **Past-Chair**  
 298 The Past-Chair shall be a tenured member of the General Faculty and a non-voting member of  
 299 the Faculty Senate, and shall advise the Chair on matters related to Faculty Senate business. The  
 300 term of the Past-Chair shall be one year, alternating with the term of the Chair-Elect.  
 301
- 302 7. **Secretary**  
 303 The Secretary shall be a member of the General Faculty, and shall serve a a two-year term,  
 304 staggered with the term of the Chair. The Secretary may be re-elected to one additional term of  
 305 two years. The Secretary shall record and oversee the distribution of the minutes of the Faculty  
 306 Senate. The Secretary shall maintain an accurate set of Faculty Senate Bylaws.  
 307  
 308
- 309 8. Any officer of the Faculty Senate, or the parliamentarian, may be removed from office at a

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<sup>3</sup> A Chair is normally only elected under conditions spelled out in Article II, Section 6.

310 regularly scheduled Faculty Senate meeting by a three-quarters vote of a quorum of 9/10 of the  
311 voting Senators. Any officer so removed will be replaced as if they had resigned their position.

## 312 **SECTION 5. Terms of Senators**

- 313 1. Senators may not serve more than two consecutive terms.
- 314
- 315 2. A member of the Faculty Senate who has served two consecutive terms shall be ineligible for re-  
316 election until one year following the last term of office shall have elapsed.

## 317 **SECTION 6. Filling Vacancies on the Faculty Senate**

- 318 1. If a person elected to a position or office under this Constitution or its General Faculty or  
319 Senate Bylaws should temporarily or permanently withdraw from that office or position, the  
320 vacancy shall be filled by an appointment to continue until the said member resumes the  
321 position or office or until their term has expired. The Faculty Senate shall make such  
322 appointments, by majority vote of the Faculty Senate, for persons elected by the General Faculty  
323 or the Faculty Senate, except under the following conditions: (1) If the Chair of the Faculty  
324 Senate resigns, he or she shall be replaced by the Chair-Elect, or by a special election if there is  
325 no currently serving Chair-Elect. (2) If a member of the University Promotion and Tenure  
326 Committee resigns or is unable to serve on the committee, the Chair of the Faculty Senate shall  
327 consult with the Provost and appoint a tenured Senator as a replacement. (3) The electoral  
328 divisions shall make such replacement appointments for persons elected or appointed by that  
329 electoral division.
- 330
- 331 2. Any person elected or appointed by the Faculty Senate or an electoral division to fill a vacancy,  
332 temporary or permanent, on the Faculty Senate or a committee is eligible to be nominated for a  
333 full term when the next regular election is held.
- 334
- 335 3. If the Chair resigns his or her position, the Chair-Elect shall be elevated to the position of Chair  
336 and shall serve out the remainder of the Chair's term, followed by the term to which they were  
337 originally elected. If the Chair's resignation occurs during a year in which there is no Chair-Elect,  
338 a special election shall be held to elect a new Chair.
- 339
- 340 4. Should the Chair-Elect be unable or unwilling to serve out his or her term, then the Chair shall  
341 inform the Faculty Senate of this fact, and the Faculty Senate shall elect a new Chair-Elect at its  
342 next meeting.

## 343 **SECTION 7. Scheduling and Conduct of Faculty Senate Meetings**

- 344 1. The Faculty Senate shall schedule a regular monthly meeting. However, if no agenda items are  
345 submitted, then the Chair of the Faculty Senate may cancel the meeting.
- 346
- 347 2. The Chair of the Faculty Senate may, at his or her discretion, schedule additional Faculty Senate  
348 meetings during any month. If any senator objects to the extra meeting(s) then the Faculty  
349 Senate shall vote on the matter, with a simple majority vote.
- 350
- 351 3. All members of the General Faculty shall have the right to attend and speak at Faculty Senate  
352 meetings.

- 353  
354 4. Gallery privileges shall be extended to all other members of the University community, and the  
355 Chair of the Faculty Senate may grant speaking privileges to members of the gallery.  
356  
357 5. The Faculty Senate may go into executive session at any meeting, by a majority vote of Senators  
358 present and voting. An executive session shall consist of all members of the voting General  
359 Faculty present at the meeting.  
360  
361 6. In all cases not covered by this Constitution or by the Bylaws adopted by the Faculty Senate, the  
362 procedure in the latest edition of *Robert's Rules of Order* shall be followed.

### 363 **SECTION 8. Faculty Senate Agenda**

- 364 1. The Chair of the Faculty Senate shall prepare the agenda in consultation with the Chancellor, the  
365 Provost, the Chair-Elect and the Secretary of the Faculty Senate.  
366  
367 2. Any member of the Senate may request that an item be placed on the agenda by submitting a  
368 written request to the Secretary of the Senate at least ten working days in advance of the  
369 meeting.  
370  
371 3. The agenda for all Senate meetings shall be circulated to the Senators, the Deans, and posted on  
372 the University website, at least five working days in advance of the meeting.  
373  
374 4. The agenda shall be followed unless modified by consent of a majority of the Senators present  
375 and voting.

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

- 377 1. Only elected members of the Faculty Senate as defined in Article II, Section 2.1 shall be entitled  
378 to vote at Faculty Senate meetings.  
379  
380 2. Unless otherwise specifically provided in the Constitution or Senate Bylaws, all votes of the  
381 Faculty Senate shall be decided by majority vote. Voting shall ordinarily be *viva voce*, but a  
382 standing vote or secret ballot may be called for by the Chair, or by any member of the Faculty  
383 Senate. At the discretion of the Chair, votes may be conducted through the use of an Audience  
384 Response System (clickers).  
385  
386 3. At times when a face-to-face meeting of the Faculty Senate cannot occur, it may be useful or  
387 necessary to conduct business and vote on motions electronically. In such situations, voting will  
388 be conducted through secure means. The electronic voting will be preceded and accompanied by  
389 an electronic discussion. Electronic discussions will be held according to Robert's Rules, if  
390 possible, but otherwise will be held as a Committee of the Whole. Electronic voting and  
391 discussion will remain open for specified periods with a minimum duration of 48 hours for  
392 discussion and 48 hours for voting, unless the Chair of the Faculty Senate determines that a  
393 shorter period is necessary and announces it prior to the vote. Electronic voting and discussion  
394 will be conducted in accordance with the provisions of the Open Meetings Act.

### 395 **SECTION 10. Minutes of Faculty Senate Meetings**

- 396 1. The minutes of Faculty Senate meetings shall contain the essence of all viewpoints expressed  
 397 and a report of actions rejected as well as actions approved, with a record of the vote when a  
 398 count is made.  
 399
- 400 2. The minutes will be distributed after each meeting as an attachment to the subsequent agenda.  
 401 Corrections of the minutes of each meeting shall be included in the minutes of the next regular  
 402 meeting of the Faculty Senate.  
 403
- 404 3. The Secretary shall ensure that an official file of the minutes of Faculty Senate meetings is  
 405 maintained in the Faculty Senate Office, and on the Faculty Senate website.  
 406
- 407 4. The Secretary shall ensure the deposit of the Faculty Senate records in the University Archives.

#### 408 **SECTION 11. Committees of the Faculty Senate**

- 409 1. The Faculty Senate shall establish standing and ad-hoc committees as it deems necessary or  
 410 useful for the effective and expeditious conduct of its business.  
 411
- 412 2. Ad-Hoc committees may be appointed by the Chair of the Faculty Senate, or established by a  
 413 majority vote of the Faculty Senate, for a fixed term. When a committee is appointed by the  
 414 Chair, the Faculty Senate shall be formally notified of such action at its next meeting.  
 415
- 416 3. Standing committees may be established only by a majority vote of the Faculty Senate.  
 417
- 418 4. Types of committees
- 419 a. Committees composed solely of members of the Faculty Senate, whether elected or  
 420 appointed. Ex-officio members may also be appointed by the Faculty Senate as  
 421 appropriate.  
 422
- 423 b. Committees composed solely of voting members of the General Faculty, whether elected  
 424 or appointed, with the addition of one Senator appointed by the Chair of the Faculty  
 425 Senate to serve as a Faculty Senate liaison. Ex-officio members may also be appointed by  
 426 the Faculty Senate as appropriate.
- 427 5. Restrictions on committee service
- 428 a. Senators may not serve on more than one elected committee.  
 429
- 430 b. No member of the General Faculty may
- 431 i. hold more than one elective office, including election to the Faculty Senate or to  
 432 membership on a committee, except as indicated in Article II, Section 11.5.b.iv  
 433 (below),  
 434
- 435 ii. serve as an appointed member on more than two committees at a time, except  
 436 for reasons of special competence,  
 437
- 438 iii. serve more than two consecutive terms on one committee. Re-election or re-  
 439 appointed to the same committee is not possible until one year after the  
 440 expiration of the second term, except as indicated in Article II, Section 11.5.b.iv  
 441 (below).  
 442
- 442 iv. Article II, Sections 11.5b.ii & 11.5.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

443 ends. Election and appointments to all committees shall be made no later than the last  
 444 regular meeting of the Faculty Senate in the spring semester commencement.

445  
 446 6. Consistent with the powers and duties enumerated in their charges, all boards and committees  
 447 shall report to the Faculty Senate for action, and shall submit annual reports to the Faculty  
 448 Senate.

449  
 450 7. Vacancies on appointed committees shall be filled according to rules established by the electoral  
 451 divisions.

452  
 453 8. Each committee is empowered to appoint *ad hoc* sub-committees to conduct assignments  
 454 relevant to its work.

455  
 456 9. Evaluation of Committees  
 457 a. The Faculty Senate shall establish written procedures for the review and evaluation of all  
 458 committees.  
 459 b. The Chair of the Faculty Senate in consultation with the Chair-Elect may appoint an *ad*  
 460 *hoc* committee of the Senate to conduct a review of its committees, or may assign this  
 461 duty to one of the standing committees.  
 462 c. During its review and evaluation, the Faculty Senate may, together with the  
 463 constituencies advised by the committees (if any), terminate, consolidate, restructure,  
 464 expand or create committees.

465  
 466 **SECTION 12. Faculty Senate Bylaws**

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

470  
 471 2. The Faculty Senate Bylaws may be amended by a majority vote of Senators present and voting.  
 472

473 **ARTICLE III: AMENDMENTS TO THIS CONSTITUTION**

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

476  
 477 2. The Chair of the Faculty Senate shall forward all suggested amendments to the Faculty  
 478 Government Committee for review and approval before they are sent to the Faculty Senate for a  
 479 vote.

480  
 481 3. After review by the Faculty Government Committee and approval by the Faculty Senate,  
 482 amendments to the Constitution, along with their rationale, shall be submitted for approval to  
 483 the General Faculty.

484  
 485 4. The General Faculty shall act on any amendments at the General Faculty meeting in which they  
 486 are introduced, provided that a copy of the amendment shall have been circulated to the voting  
 487 General Faculty members and posted on the Faculty Senate website with notification via email  
 488 to the voting members. This process of circulation, posting, and notification must occur at least

489 five working days prior to the General Faculty meeting at which the amendments are to be  
490 considered.

491  
492 5. Amendments to the Constitution must receive the approval of two-thirds of the required  
493 quorum of 45 voting members of the General Faculty.

494  
495 6. The Secretary of the General Faculty shall forward all amendments to the Chancellor for  
496 approval.

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**BYLAWS**  
**OF THE GENERAL FACULTY AND FACULTY SENATE**

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**BYLAWS OF THE GENERAL FACULTY**

NONE

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**BYLAWS OF THE FACULTY SENATE**

**ARTICLE I: POLICIES ON COMMITTEE ELECTIONS AND APPOINTMENTS**

**SECTION 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 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.

**SECTION 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.

**SECTION 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.

530 **SECTION 5. Annual Reports**

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

538 **SECTION 6. Committee Procedures**

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

541 **ARTICLE II: STANDING COMMITTEE STRUCTURE AND CHARGES**542 **SECTION 1: Committees Composed Solely of Senators**543 **Faculty Senate Elections Committee**

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

552 *Membership:* The Faculty Senate Elections Committee shall consist of at least three members of  
 553 the Faculty Senate appointed by the Chair of the Faculty Senate. The Chair of the Faculty  
 554 Senate shall appoint the chair of the committee. There are no ex-officio members of the  
 555 committee.  
 556

557 **University Promotion and Tenure Committee**

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

562 *Membership:* The Committee on Promotions and Tenure shall consist of the Chair of the Faculty  
 563 Senate and six tenured Senators elected to two-year staggered terms by a majority vote of the  
 564 Faculty Senate. The Chair of the Faculty Senate shall serve as the chair of the Committee and  
 565 shall be a voting member. No department may have more than one member on the Committee  
 566 at the same time, with the exception of the Chair of the Faculty Senate. No member, other than  
 567 the Chair of the Faculty Senate, may serve successive terms on the committee. No faculty  
 568 member who is a candidate for promotion may be a member of the Committee their year of  
 569 candidacy. In the event that there are not enough tenured faculty members on Faculty Senate to  
 570 serve on this committee, nominations for the remaining committee members will be solicited  
 571 from the General Faculty and elected to the committee by the Faculty Senate.  
 572



573 **SECTION 2: Committees Composed of Elected Members of the General Faculty and Ex-**  
 574 **Officio Members**

575 **1. Committees Elected at Large**

576 **Committee on Due Process**

577 *Charge:* The Committee on Due Process shall exercise the following duties and  
 578 responsibilities: a) Receive evidence, conduct hearings, and report its findings and  
 579 recommendations to the department head and the department head's immediate  
 580 supervisor or to the Chancellor and, as appropriate, to the Chair of the Faculty Senate,  
 581 on appeals from administration decisions involving discharge or the imposition of  
 582 serious sanctions, termination of faculty employment, and non-reappointment. In  
 583 exercising its responsibility, the committee shall use the definition of terms and the  
 584 procedures for such hearings which are established by The Code of The University of  
 585 North Carolina and the Promotion, Tenure, Academic Freedom and Due Process  
 586 Regulations of The University of North Carolina at Greensboro. b) All appeals arising  
 587 under Section 603 of The Code of The University of North Carolina shall be heard by  
 588 the full committee. In all other appeals arising under the committee's jurisdiction, the  
 589 committee may establish an *ad hoc* panel of at least three committee members appointed  
 590 by the chair to conduct hearings, receive evidence, and report to the full committee for  
 591 the committee's deliberation and recommendation. The panel report shall include  
 592 records, transcripts, all other written material, and the panel's recommendation.  
 593 However, no committee member may participate in the discussion or decision on his or  
 594 her own appeal or in any other case in which that committee member has participated in  
 595 the recommendations from departments, the electoral divisions, or other University  
 596 committees.

597 *Membership:* Four (4) tenured voting General Faculty members plus one (1) Senator  
 598

599 **Faculty Grievance Committee**

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

608 *Membership:* Seven (7) voting members of the General Faculty [at least one (1) non-tenure  
 609 track member, one (1) assistant professor, one (1) associate professor, and one (1)  
 610 professor, and one (1) member from each electoral division (excluding the JSNN, at their  
 611 request)], plus one (1) Senator. Of the seven (7) voting members of the General Faculty,  
 612 only three (3) may be untenured, and at least two (2) must be professors. The chair of  
 613 the committee must be a tenured associate professor or professor. (No officer of the  
 614 administration, including department heads and division chairs, shall be eligible to serve  
 615 on the committee.)  
 616

617 **Faculty Assembly Delegation**

618 *Charge:* The Faculty Assembly Delegation shall (1) gather and exchange information on  
 619 behalf of the faculties of the constituent institutions of The University; (2) advise,

620 through appropriate channels, the Board of Governors, the General Assembly, and other  
 621 governmental agencies and officers on matters of University-wide import; and advise  
 622 and communicate with the President of The University regarding matters of importance  
 623 to the faculties as well as the whole University.

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

### 636 637 **Faculty Government Committee**

638 Charge: The primary function of the committee is to recommend to the Faculty Senate all  
 639 changes to The Constitution of the Faculty, including changes to the Bylaws.

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

651 Membership: Four (4) voting members of the General Faculty, plus one (1) Senator  
 652

## 653 **2. Committees Elected by Faculty Senate Electoral Divisions**

### 654 655 **Academic Policies and Regulations Committee**

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

659 Membership: One (1) voting General Faculty member from each electoral division (excluding  
 660 the JSNN, at their request), plus one (1) Senator. Ex officio and nonvoting members: as  
 661 designated by the Provost. (The President of the Student Government and the President of  
 662 the Graduate Student Association will be invited to attend or to send a representative.)  
 663

### 664 **Committee on Committees**

665 Charge: The committee shall preside over elections for the Secretary of the General Faculty  
 666 and for elected at-large members of Faculty Senate committees. The committee shall  
 667 conduct the nomination and elections processes and determine the eligibility of the  
 668 nominees in conformity with The Constitution, the Bylaws of the General Faculty and

669 Faculty Senate, and the membership regulations of the committees; it shall also collate  
 670 results from electoral division elections and appointments and General Faculty elections and  
 671 report all results to the Faculty Senate. As part of this duty it shall set a date each year by  
 672 which the electoral division shall report their results to the Chair of the Faculty Senate and to  
 673 the Chair of the Committee on Committees. This date should be early enough so that results  
 674 are known before University-wide elections are to be held. It shall also, in consultation with  
 675 the committee chairs, recommend replacement members to fill vacancies on their respective  
 676 appointed committees. For committees with student representation, the Vice Chancellor for  
 677 Student Affairs shall submit the names of students recommended by the President of the  
 678 Student Government Association to the Committee for inclusion on the committees that  
 679 have undergraduate representation. The Dean of the Graduate School shall submit names of  
 680 students recommended by the Graduate Student Association to the Committee for inclusion  
 681 on the committees that have graduate representation. The committee shall recommend to  
 682 the Chancellor, as requested, names of faculty members to serve on specially appointed  
 683 committees. In addition to the above responsibilities, the committee, upon approval by the  
 684 Faculty Senate, shall recommend to the Chancellor the names of three tenured faculty  
 685 members from which the Chancellor may select the Faculty Representative to the National  
 686 Collegiate Athletic Association.

687 Membership: Chairpersons of the electoral division committees responsible for elections  
 688 (excluding the JSNN, at their request), plus one (1) Senator.  
 689

#### 690 **Promotions and Tenure Guidelines Committee**

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

695 Membership: Chairpersons of the seven (7) electoral division committees on promotions and  
 696 tenure (excluding the JSNN, at their request). Ex officio and nonvoting members: the Chair  
 697 of the Faculty Senate.  
 698

#### 699 **Graduate Studies Committee**

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

- 702 a) Establish criteria for the selection and review of members of the Graduate Faculty;
- 703 b) Review proposals for all new courses, revised courses, and modifications to current  
 704 courses taking one of the following actions: approve, disapprove, approve with  
 705 modification. Review and act on all proposals for new graduate programs or major  
 706 modifications to existing programs including the discontinuation of graduate programs.  
 707 When the Provost gives preliminary consideration to a plan to establish or discontinue  
 708 one or more graduate degree programs, for example, during the early stages of the  
 709 University's strategic planning process, the Provost will consult with the committee; the  
 710 committee will make recommendations to the Provost regarding the general advisability  
 711 of pursuing such a plan;
- 712 c) Review and formulate policies and regulations related to graduate education admission,  
 713 retention, and graduate requirements;
- 714 d) Hear student appeals related to Graduate School policies and regulations;

- 715 e) Call to the attention of the Graduate Faculty and the administration issues of concern  
 716 relating to graduate education;  
 717 f) Act on matters referred by the Faculty Senate, Dean of the Graduate School, Graduate  
 718 Faculty, and the Graduate Student Association on graduate education;  
 719 g) Report to the Faculty Senate on actions taken regarding graduate education policies and  
 720 programs;  
 721 h) Advise the Faculty Senate on matters relating to graduate education.

722 Membership: The Graduate Studies Committee shall consist of eighteen (18) voting members,  
 723 all Members, Research Members or Academic Professional Members of the Graduate  
 724 Faculty, elected by members of the Graduate Faculty in each electoral division. Six (6) of  
 725 these members shall be elected from the following electoral divisions (1 from each electoral  
 726 division): Bryan School of Business and Economics; School of Education; School of Health  
 727 and Human Sciences; School of Music, Theatre and Dance; School of Nursing; and the Joint  
 728 School of Nanosciences & Nanoengineering. The College of Arts and Sciences shall elect  
 729 three (3) representatives with one each from the areas of the humanities, science and  
 730 mathematics, and social and behavioral sciences. To achieve programmatic balance, four (4)  
 731 additional members shall be appointed by the Committee Chair, in consultation with the  
 732 Dean of the Graduate School, to serve one-year terms. In addition, the Faculty Senate will  
 733 appoint one (1) Senator to the Graduate Studies Committee. Four (4) other voting members  
 734 of the committee include the Dean and Associate Dean of the Graduate School, and two (2)  
 735 student representatives, with voting privileges on all issues except academic appeals, elected  
 736 by the Graduate Students Association. Three (3) ex-officio and non-voting members serve  
 737 on the GSC: the Registrar, a representative of the Office of Assessment and Accreditation,  
 738 and a representative from the University Libraries.  
 739

#### 740 **Senate Online Learning Committee**

741 Charge: The Faculty Senate Online Learning Committee shall study issues pertaining to the  
 742 development, delivery, assessment and enhancement of online learning courses and  
 743 programs at UNCG. It shall also facilitate the development, delivery and taking of online  
 744 learning courses and programs, and work to enhance the quality of distance learning courses.  
 745 Membership: One (1) faculty member elected by each academic unit, except for the JSNN  
 746 (at their request) and one (1) Senator, appointed by the Chair of the Faculty Senate. Ex  
 747 officio, non-voting members: a representative from each of the following areas: the Division  
 748 of Continual Learning, the Office of the Registrar, Admissions, Business Affairs, the Deans  
 749 Council, the Staff Senate, the Student Government Association, the Faculty Teaching  
 750 Learning Commons, and Information Technology Services.  
 751

#### 752 **Research Grants Committee**

753 Charge: The primary functions of the committee are to: (a) receive, evaluate, and act on  
 754 applications for funding of faculty research grants, subsidies for book publication, referred  
 755 publication page charges, submission fees, journal article reprints, and  
 756 exhibition/performance charge; and (b) set policies and procedures deemed necessary.  
 757 Membership: Seven (7) voting members of the General Faculty [one (1) from each electoral  
 758 division, excluding the University Libraries], plus one (1) Senator. Up to six (6) additional  
 759 members may be appointed by the chair of the committee, after consultation with the Vice  
 760 Chancellor for Research & Economic Development, in order to achieve programmatic  
 761 balance, to serve one-year terms. Ex officio and nonvoting: Vice Chancellor for Research &  
 762 Economic Development.

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### **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:

- a) 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;
- b) To review and approve student proposals under Plan II (Specially Designed Programs of Study);
- c) 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 Associate Provost for Planning and Assessment, and additional members appointed by the Provost.

### **3. Advisory Committees Appointed by the Faculty Senate Electoral Divisions**

#### **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 of the Faculty Teaching and Learning Commons.

#### **Budget Committee**

Charge: The committee shall review the budgetary needs of the University and make recommendations to the Vice Chancellor for Business Affairs, the Provost, and other appropriate administrators and to the Faculty Senate regarding the needs of the faculty. The committee shall educate its members and the General Faculty on how the budget is allocated at UNCG and through the UNC system, and provide forums as needed for issues related to this process, be consulted by and shall advise in a timely fashion the Chancellor and other administrative officers during the process of the budgetary cycle, its revision, and allocation

810 of University resources. The committee shall also review the salaries and employee benefits  
 811 in the UNC system, national trends in faculty salaries and employee benefits and the effect  
 812 of inflation upon salaries and benefits. The committee shall make an annual  
 813 recommendation to the Faculty Senate regarding salary increases and the employee benefits  
 814 package. These recommendations shall address merit pay increases, cost of living  
 815 adjustments, and enhanced employee benefits, and shall be forwarded to the Chancellor, the  
 816 Provost, and to the President of the UNC system through the UNCG Delegation to the  
 817 Faculty Assembly.

818 Membership: One (1) faculty from each electoral division (excluding the JSNN, at their  
 819 request), plus one (1) Senator. Ex officio: Vice Chancellor for Business Affairs and the  
 820 Provost or their designees.  
 821

### 822 **Faculty Professional Development, Compensation, & Welfare Committee**

823 Charge: The purpose of the Faculty Professional Development and Welfare Committee shall  
 824 be to support the role of faculty members as learned professionals. The committee shall  
 825 review and make recommendations on matters concerning professional status and  
 826 effectiveness in the areas of teaching, research, and service. All matters, including salary and  
 827 benefits are relevant, including but not limited to standards of professional performance;  
 828 professional rights and privileges; working conditions; standards for teaching loads and  
 829 reduction in load for research and service assignments; research and other leaves of absence;  
 830 and programs for the enhancement of faculty professional abilities and effectiveness,  
 831 including participation in seminars, workshops, colloquia and other professional  
 832 development programs, professional travel and similar activities. Regarding salaries, the  
 833 committee shall make periodic and timely reports to the Faculty Senate regarding items such  
 834 as comparison of salaries among the electoral divisions, gender differences in salaries, and  
 835 salary inequities between new appointments and continuing appointments in similar  
 836 disciplines.

837 Membership: One (1) voting General Faculty member from each electoral division, plus one  
 838 (1) Senator. Ex officio and nonvoting: Director of the Faculty Teaching and Learning  
 839 Commons.  
 840

### 841 **Intercollegiate Athletics Committee**

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

848 Membership: One (1) voting General Faculty member from each electoral division (excluding  
 849 the JSNN, at their request), plus 1 Senator and 3 students (1 from the Student Athletic  
 850 Association, 1 from the Student Government Association, 1 from the Graduate Student  
 851 Association). Ex officio: Faculty Representative to the NCAA. Adjunct: Director of  
 852 Athletics, Chair of the Chancellor's Advisory Committee on Intercollegiate Athletics, and the  
 853 Associate Director of Athletics for Student Welfare.  
 854

### 855 **Research Policies Committee**

856 Charge: The committee shall make advisory recommendations to the Faculty Senate and/or  
 857 to the Vice Chancellor for Research & Economic Development, acting for the Provost,  
 858 about new policies or changes in existing policies that affect research conducted by faculty at

859 the University. The overall goal for the committee is to enhance the research climate of the  
860 University.

861 Membership: One (1) voting General Faculty member from each electoral division, plus one  
862 (1) Senator, one (1) University-wide Institute or Center Director, the Chair of the  
863 Institutional Review Board for Human Subjects, the Chair of the Institutional Animal Care  
864 and Use Committee, and the Vice Chancellor for Research and Economic Development.  
865

### 866 **Faculty Teaching and Learning Commons Committee**

867 Charge: The committee shall serve as a policy formulation body with respect to the Faculty  
868 Teaching and Learning Commons. The Committee shall review and make recommendations  
869 to the Director of the Faculty Teaching and Learning Commons. The committee shall act in  
870 an advisory capacity to the Faculty Senate and to members of the University administration.

871 Membership: One (1) voting General Faculty member from each electoral division (excluding  
872 the JSNN, at their request) plus one (1) Senator. Ex officio and nonvoting: Director of the  
873 Faculty Teaching and Learning Commons and the Chair of the Academic Computing  
874 Committee.  
875

### 876 **General Education Council**

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

884 Membership: Eleven (11) voting General Faculty members, Six (6) from the College, one (1)  
885 from each of the other electoral divisions, (excluding the JSNN, at their request). The Chair  
886 of the Council will be from the College and will vote only in the case of a tie. Ex-officio and  
887 non-voting members include one (1) from the University Libraries, the Associate Provost  
888 for Planning and Assessment, and additional ex-officio members appointed by the Provost  
889 as needed.  
890

### 891 **Scholarly Communications Committee**

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

- 899 a. Analyze issues of scholarly publishing and communication as they apply to academic  
900 research institutions like UNCG. Propose short-term and long-term strategies to inform  
901 UNCG faculty about these issues
- 902 b. Propose short-term and long-term strategies to inform UNCG faculty about these issues
- 903 c. Provide faculty with guidance on fair use, intellectual property rights, and management  
904 of their creative works

- 905 d. Suggest and endorse avenues for individual and collective action, including actions that  
 906 faculty members can take to contribute to an open and sustainable system of scholarly  
 907 communication;
- 908 e. Promote initiatives and practices that encourage faculty to explore the challenges and  
 909 opportunities associated with disseminating research, creative works, and teaching  
 910 materials through new methods and electronic means.

911 Membership: Two (2) voting General Faculty members from the University Libraries, two (2)  
 912 members from the College, one (1) from each of the other electoral divisions (excluding the  
 913 JSNN, at their request), one (1) member from the Office of Research & Economic  
 914 Development, one (1) member from the Office of University Counsel, and one (1) member  
 915 from the Division of Continual Learning.  
 916

### 917 **Student Learning Enhancement Committee**

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

- 920 a. to review the assessment plans for all undergraduate and graduate programs to assure  
 921 that they are designed to improve student learning based on evidence and to meet  
 922 accreditation requirements,
- 923 b. to report annually to the Faculty Senate on the current status of academic program  
 924 assessment at UNCG,
- 925 c. to advise the deans of electoral divisions or their designees on how departments might  
 926 enhance their academic program assessment plans to improve opportunities for student  
 927 learning, and
- 928 d. to make recommendations to the Associate Provost for Planning and Assessment for  
 929 actions to be taken to improve UNCG's efforts to enhance student learning. This  
 930 committee is also charged to celebrate successful examples of student learning  
 931 enhancement resulting from assessment activities and to sponsor presentations and  
 932 workshops to familiarize faculty with assessment practices and benefits.

933 Membership: The members of the Student Learning Enhancement Committee will be  
 934 appointed by the deans of the electoral divisions for staggered three-year terms and consist  
 935 voting General Faculty members: one (1) from the University Libraries, two (2) from the  
 936 College of Arts and Sciences, and one (1) from each of the other electoral divisions  
 937 (excluding the JSNN, at their request). Additional members will include a liaison from the  
 938 General Education Council, an undergraduate student, and a graduate student. Excellent  
 939 teachers and faculty with expertise in undergraduate, graduate, and distance education will be  
 940 sought as members. The Director of Academic Assessment will serve as an ex-officio  
 941 member of this committee and support its work to ensure that opportunities for student  
 942 learning are enhanced and compliance with SACS academic program assessment mandates is  
 943 achieved.  
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 945  
 946  
 947





THE UNIVERSITY *of* NORTH CAROLINA  
**GREENSBORO**

Faculty Senate  
122 Mossman Administration Building  
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Phone: 336.334.5345 Fax: 336.334.3009

September 9, 2014

Dear Faculty, Staff, and Students,

The Faculty Senate Budget Committee would like to invite you a "UNCG Budget 101" Information Session on Tuesday, September 23 from 2:00-3:30 p.m. in the Music Building Recital Hall. Vice Provost Alan Boyette and Vice Chancellor for Business Affairs Charlie Maimone will be providing an overview of the university budget process, information about the 2014-2015 budget, and where we go from here.

Given the concerns about the budget that have been raised over the past few years, it is important that we are all better informed about the budget and the ways in which both the state and UNCG allocate funds. Therefore, we hope you will be able to attend! We realize, of course, that some people may have other obligations on the 23rd; therefore, we are making plans to tape the presentation and make it available on the web at a later date.

Again, we hope you will attend, and if you have any questions or concerns, please don't hesitate to email either of us.

Sincerely,

Wayne Journell, Chair of the Faculty Senate Budget Committee

Spoma Jovanovic, Chair of the Faculty Senate