## Faculty Senate Meeting Agenda

**Virginia Dare Room, Alumni House**

**Wednesday, Sep 3, 2014**

**3:00 – 5:00 PM**

<table>
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<tr>
<th>TIME</th>
<th>ITEM</th>
<th>ACTION</th>
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| 3:00 | Welcome: *Spoma Jovanovic, Chair of the Faculty Senate*  
Approval of 4/2/14 Meeting Minutes; Review Agenda; Introductions | Yes | A |
| 3:10 | Remarks: *Chancellor Linda P. Brady* | No | |
| 3:20 | Remarks: *Provost Dana Dunn* | No | |
| 3:30 | Annual Reports: 2013-2014  
Action Items Passed by Senate, *Patti Sink, Past Faculty Senate Chair*  
Summary of Annual Committee Reports, *Jim Carmichael, Secretary*  
Undergraduate Curriculum Committee Actions, *Jenny Dale*  
Graduate Studies Committee Actions, *Kenneth Klase* | No | |
| 3:40 | Faculty Government Resolution #FS-09032014-01  
*Bruce Kirchoff, Committee Chair* | Yes | E |
| 3:55 | 2014-2015 Faculty Senate Priorities /Workload Policy  
*Spoma Jovanovic, Faculty Senate Chair* | Yes | F |
| 4:10 | GEC Committee Resolution’s # FS-09032014-02, and # FS-09032014-3  
*Jonathan Zarecki, GEC Committee Chair* | Yes | G, H |
| 4:25 | Faculty Morale Survey  
*Carla LeFevre, Committee Chair* | No | |
| 4:40 | Undergraduate Studies/Enrollment Management Restructuring  
*Ben Ramsey & Bryan Terry* | No | I |
| 5:00 | Adjournment | Yes | |

*Refreshments are available from 2:30-3:00 pm. when Senators can meet and greet faculty colleagues.  
NOTE: Senators are asked to sit at a tables with their name cards visible; non-voting faculty and visitors are invited to sit in the chairs around the perimeter of the room and are welcome to speak when recognized by the Faculty Senate Chair.*

### Faculty Convocation & General Faculty Meeting

**Wednesday, September 17, 2014, Virginia Dare Room, 3:00 p.m.**

Next Faculty Senate Meeting will be on Wednesday, October 1, 2014  
*(Agenda Items Due: 5pm on Wednesday, September 17, 2014)*
Minutes of the Faculty Senate Meeting  
April 2, 2014  
3:00, Virginia Dare Room  
Patti Sink, Chair

<table>
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<tr>
<th>Agenda Item &amp; Presenter</th>
<th>Discussion/Motion</th>
<th>Outcome</th>
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| Welcome, Approval of Senate Meeting  
Senate Chair Patricia Sink | Patti Sink, Senate Chair opened the meeting at 3:00. After approval of the agenda, Faculty Senate meeting minutes were approved unanimously for meetings on February 5, February 20, and March 5, 2014. | Minutes accepted |
| Budget Reduction Plan: Overview & Principles of University Wide Allocation of Cuts  
Chancellor Linda Brady | Chancellor Brady presented a PowerPoint (4/2/14 agenda packet) covering the principles guiding her revisions to the original proposed plan. Campus feedback from faculty and others led to reducing cuts originally assigned to Academic Affairs by $1 million. The goal was to moderate the impact on instruction. Athletics is reducing staff, administrators and operating budgets to support scholarship. UNCG will proceed with the new Rec Center and the existing one will be repurposed for academic uses. | |
| Remarks on Potential Impact of Structured Cuts to Academic Affairs  
Provost Dave Perrin | Provost Perrin presented his strategies for budget reductions: Undergraduate Studies and Student Affairs, 15%; ORED, 7.8%; Enrollment Management and Institutional Research, 5.3%; and Academic Units, 7.5% each. The guiding principle was to protect permanent tenured and tenure track, plus multiple year contract faculty along with fall instruction. We may see a loss of 600+ course sections and 14,300 seats, resulting in larger section sizes and fewer small enrollment courses. (4/2/14 agenda packet for details)  
Senators expressed a desire for units to make public their consultations and get feedback; to plan for the long-term; work harder to get adequate data; consider salary cuts to administrators, instead of raises; and consider how to prevent more budget cuts in the future. Chancellor Brady responded that UNCG is beholden to legislative decisions next year; initial reports are that income tax payments are down in response to tax cuts. UNCG’s ability to influence is around enrollment and we do have a plan now. | |
| Study of Department Chairs/Heads Policy and Practice  
Bruce Kirchoff, Chair, Faculty Government Comm. | Bruce Kirchoff explained that this project was put on hold and will be taken up by Faculty Senate next year. | |
| Resolution #FS-04022014-01  
To Express Senate Opposition to Recommendations of UNC’s Post-Tenure Review Work Group  
Bruce Kirchoff, Chair, Faculty Government Comm.; John Lepri, Exec. | John Lepri explained that the end of tenure for public school teachers is part of what is addressed in this effort to oppose the UNC’s working group’s revisions on post-tenure review. The revisions are part of the Board of Governors package to ruin permanent employment. Their work started without any faculty involvement and originally was to be “at will,” instead of every five years.  
This resolution supports Faculty Assembly’s opposition. At least four other faculty senates have similar resolutions on the table. | Passed unanimously |
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<th>Committee, UNC Faculty Assembly</th>
<th>The Chair called for a vote. Passed unanimously.</th>
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<td>Resolution #FS-04022014-02 To Revise the Withdrawal from the University Policy Susan Shelmerdine, Chair, Academic Policies and Regulations Comm.</td>
<td>Susan Shelmerdine explained that if students withdraw completely, or partially, they can do so for 16 credits according to a new GA rule; however, UNCG retains the ability to hear appeals. Procedures and a policy are being developed to allow for that when circumstances warrant (medical issue, etc.). Passed Unanimously</td>
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<td>Resolution #FS-04022014-03 To Permit Priority Registration for Active Duty Service Members and Students, Released from Active Duty for a Specific Amount of Time who Attend College through a Military Degree Completion Program, Susan Shelmerdine, Chair, Academic Policies and Regulations Comm.</td>
<td>Susan Shelmerdine stated that priority registration for active duty students was good for enrollment and is consistent with our reputation as a military-friendly campus. This year, 39 students are eligible. 230 student athletes also get priority registration, as do honors students for honors sections and students with disabilities. Vote called. Passed. Passed</td>
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<td>Resolution #FS-04022014-04 To Permit Priority Registration for Students with Declared Online Wade Maki, Chair, Online Learning Committee; and Susan Shelmerdine, Chair, Academic Policies and Regulations Comm.</td>
<td>Wade Maki explained that several hundred active students can’t get into their courses because on-campus students register for these classes leaving few if any seats open. This resolution provides for online students to register in advance. He indicated that the committee could add language “for classes in courses which also have on campus sections.” Though some reservations were expressed, the amended resolution passed. Passed</td>
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<td>Report from the Budget Committee Wayne Journell, Chair, Budget Committee</td>
<td>Wayne Journell said in response to Faculty Senate’s interest to be informed of budget issues, including the costs of replacing faculty who leave due to morale and salary compensation. The budget committee will prepare an annual report to the Faculty Senate with a pilot to be launched in summer/fall.</td>
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Future of the Faculty Teaching and Learning Commons
Steve Roberson, Dean, Undergraduate Studies

Steve Roberson issued an invitation to all faculty to provide consultation to the FTLC. Go to the web page to offer comments and suggestions. We are looking for additional faculty fellows.

Faculty Senate Elections
Patti Sink, Chair

Patti Sink presented the nominees: Anita Tesh, Chair-Elect (two year term); Jim Carmichael (Secretary). Ballots counted by Mary Lea Wolfe with both candidates voted into office.

General Announcements
Patti Sink, Chair

Printing Forum, April 3, 10AM in Kirkland; April 10, 1PM Stone Building 186. Final (General) Faculty Meeting, April 23, EUC; Tom Ross will be attending. Thanks to all for a wonderful year.

Areas of Focus for 2014-2015 Academic Year
Spoma Jovanovic, Senate Chair-Elect

The academic calendar was passed with additional meetings in August, January and May. Jovanovic will focus on communication next year; emphasize courage, respect, and interdependence, including accepting what we might consider the fringes of thought to embrace expression in all its many forms.

Adjournment

Patti Sink moved and Wade Maki seconded that the meeting be adjourned.

Respectfully submitted,

Jim Carmichael/sp/mlw

Secretary of the Faculty Senate 2013-2014
Enclosure A

The University of North Carolina at Greensboro
Faculty Senate

Resolution #FS04022014-01
To Express the Senate’s Opposition to the Proposed Recommendations of the
UNC Post-Tenure Review Working Group

Submitted by the Faculty Government Committee
Bruce K. Kirchoff, Chair

WHEREAS, UNC General Administration’s Post-Tenure Review Working Group has asked for feedback on
their recently completed proposals for revisions of Guidelines on Performance Review of Tenured Faculty
(Attachment), and

WHEREAS, these revision include, among other provisions, proposals that would increase faculty and
administrative workloads at a time when the system schools are barely able complete their core missions, and

WHEREAS, the problematic proposals include

1. The requirement that the campus must bring their policies into compliance with the new Guidelines by
   October 1, 2014—a deadline that precludes meaningful shared governance review of this issue;
2. The added workload of producing and tracking directional goals on a five-year basis, a plan that seems
to provide no real benefit and subverts the intention of post-tenure review as a cumulative review of
past performance;
3. The requirement that the deans provide evaluative reviews of every post-tenure review, a requirement
   will add to the workload of the deans, especially in units with large numbers of faculty members;
4. The requirements for training of all post-tenure review evaluators, including administrators; a
   requirement that places an undue financial and regulatory burden on the campuses, and lacks clear
   justification;
5. The requirement for the use of three assessment categories (exceeds expectations, meets expectations,
does not meet expectations) with the intention of forcing the campuses to reward exemplary
   performance, but without the provision of the resources with which to make these rewards; therefore,

BE IT RESOLVED that the UNCG Faculty Senate strongly opposes the above listed changes, and asks President
Ross to send the report back to committee for revision.

Faculty Senate Action/Date: April 2, 2014
Chancellor Action/Date:
General Faculty Action/Date:
Board of Trustees Action/Date:
UNC GA or BOG Action/Date:

Effective Date: Immediately following all required approvals.
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.
WHEREAS, the Board of Governors’ Regulations 400.1.5[R] on “Fostering Student Success” necessitated the creation of a new Course Withdrawal Policy, with a 16 s.h. limit for course withdrawals; and,

WHEREAS, the current Policy on Withdrawal from the University is not in alignment with the new Course Withdrawal Policy; and,

WHEREAS, it is in the students’ interests for the 16 s.h. limit not to include withdrawn courses from a semester in which the student withdraws from the University; therefore,

BE IT RESOLVED, that the Policy on Withdrawal from the University statement in the Undergraduate Bulletin be replaced with the following:

Undergraduate students who find that they must withdraw from the University can do so by withdrawing from all courses through the UNCGenie website. Undergraduates who withdraw from all courses are considered withdrawn from the University and must seek reactivation or readmission through Undergraduate Admissions to return to school in subsequent terms.

Students withdrawing from the University within the first 8 weeks of the term will be indicated on the transcript with a grade of “WT”. All “WT” courses count as attempted hours and are subject to Academic Standing, financial aid, and Satisfactory Academic Progress rules and calculations; they do not count in GPA calculation or tuition surcharge calculations.

If a student withdraws from the University after the 8 week deadline, WF grades will be recorded. WF grades are calculated in the student’s GPA as F (failing) grades.
The University of North Carolina at Greensboro  
Faculty Senate  

Resolution #FS04022014-03  

To Permit Active Duty Service Members and Students Released from Active Duty for a Specific Amount of Time to Attend College through a Military Degree Completion Program to Have Priority Registration Ahead of the Undergraduate Registration Window for Their Class

WHEREAS, the Board of Governors’ Regulations 700.7.1 on “the Admission of Active Duty Services Members and Veterans”, recommends that all campuses provide priority enrollments to “active duty students using Armed Forces Tuition Assistance (TA) as well as those students who are released from active duty for a specific amount of time to attend college through a military degree completion program”; and,

WHEREAS, scheduling challenges and limitations often occur for these students; therefore,

BE IT RESOLVED that Active Duty Service Members using Armed Forces Tuition Assistance and students who are released from active duty for a specific amount of time to attend college through a military degree completion program are permitted to register ahead of the general undergraduate population within their class.

Faculty Senate Action/Date: April 2, 2014  
Chancellor Action/Date:  
General Faculty Action/Date:  
Board of Trustees Action/Date:  
UNC GA or BOG Action/Date:  

Effective Date: Immediately following all required approvals.  
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.
The University of North Carolina at Greensboro  
Faculty Senate

Resolution #FS04022014-04
To Permit Students with Declared Online Majors to Have Priority Registration Ahead of the Undergraduate Registration Window for their Class

Submitted by the Online Learning Committee in Collaboration with the Academic Policies and Regulations Committee
Wade Maki, Chair; and Susan Shelmerdine, Chair

WHEREAS, students in online degree programs must enroll in online course sections to graduate; and

WHEREAS, students who complete their degree programs on-campus often choose to complete courses online, leaving minimal, if any, seats for students pursuing online degree programs; and

WHEREAS, there are typically fewer online course seats than on campus course seats; and

WHEREAS, many online degree-seeking students cannot graduate on time because required online courses and online-course sections are filled by on-campus degree-seeking students; therefore,

BE IT RESOLVED that students who have declared online majors are permitted to register ahead of the general undergraduate population for their class.

Faculty Senate Action/Date: April 2, 2014
Chancellor Action/Date:
General Faculty Action/Date:
Board of Trustees Action/Date:

Effective Date: Immediately following all required approvals.
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.
Annual Reports of UNCG Faculty Senate Committees for 2013-2014

[Undergraduate Curriculum and Graduate Studies presented separately]

Academic Computing Committee 2013-2014 Annual Report to UNCG Faculty Senate

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.

Google Search Appliance – received clarification on how the GSA operates, and how best to optimize unit websites for best results when users search on the UNCG website. Concerns about inaccuracy or irrelevancy of results were conveyed to ITS and the Internet Oversight Committee.

Digital Signatures – our project from last year was closed unexpectedly, reportedly because the proposed solution was too specific (use of Adobe Acrobat specifically). The ACC re-submitted a project proposal to implement a secure digital signature system on campus, to reduce the dependency on paper forms and help with efficiency in submitting paperwork. As of our final meeting, the proposal was in sizing and scoping with Academic Affairs. John Neufeld is the primary client for the project, though it is recommended that someone else from the ACC also join the project as Neufeld’s term on the ACC has ended.

Wireless Peer-to-Peer project – this project, submitted originally in the 2011-2012 school year, has stalled. Network has been inundated with issues since the adoption of the new Aruba hardware over the summer, and while a temporary solution does exist on campus now, the original deliverable date has long since passed. The ACC is no longer directly involved with the project; Matt Libera is the primary client for the project.

Voice Recognition / Dictation project – this idea was discussed at length for a few meetings. Since faculty members now are expected to provide captioning for videos posted for students, it stands to reason that there should be an easier way for faculty to do this. Our current agreement with outsourcing this captioning is prohibitively expensive ($2.50/minute, $150 per hour), and units will not be able to easily afford this. With the advent of voice-recognition software, there has to be an easier solution. John Neufeld had volunteered to put together some information on this project, but this never materialized and the committee did not revisit the issue.

Review of Committee Charge and Responsibilities – the ACC has realized that the responsibilities of the group as listed in the Faculty Senate Bylaws do not match the way the committee has operated for the past few years. Especially with the change in makeup and responsibility of the ATCC, the ACC was concerned about becoming “irrelevant,” and thus took time to re-purpose the description of the committee.

Unfinished business carried forward: The Digital Signatures project is unfinished and will need to be continually monitored. The Voice Recognition / Dictation project idea should be fleshed out, if the committee is still interested in pursuing it.

The committee also needs to look into ways to centralize a location for their meeting minutes, somewhere public.

Academic Policies & Regulations Committee 2013-2014 Annual Report to UNCG Faculty Senate

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

Most of our work this year involved addressing policy changes mandated or recommended by BOG. We brought four resolutions to Senate and co-sponsored one, all of which passed: these were to revise UNCG’s policies on Academic Good Standing, Course Withdrawal, and Withdrawal from the University, to permit Priority Registration for Specified
Military Personnel and permit Priority Registration for Students in Online Programs. The committee also endorsed the current Graduate School policy on accelerated baccalaureate to graduate programs; both the UCC and GSC will review all individual program proposals. We also reviewed, discussed, and recommended non-policy changes that became necessary due to the BOG policy changes. These included changes to wording in the Undergraduate Bulletin on grade replacement, academic renewal, and a few other areas.

No unfinished business, but a question came up about Disney Internships that we may want to address next year. The Registrar is consulting with her counterpart at ECU.

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**Budget Committee 2013-2014 Annual Report to UNCG Faculty Senate**

*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 of University resources.

It was an interesting year to be on the Budget Committee. Our primary focus was spent on monitoring the proposed cuts for next year. In doing so, we realized that many faculty members were uninformed about budgetary matters. As a result, we have set up an annual budget form in which the Budget Committee will attempt to summarize university hiring and spending over the course of the academic year and present that information annually to the Faculty Senate in April. The Committee has also started to explore the costs associated with faculty turnover, and in the next year we hope to offer recommendations for salary raises and other ways in which we can internally retain faculty at UNCG.

2014-2015 will be the first year in which we implement the annual university budget form. Deb Bell and Wayne Journell will run a “pilot” version of the form over the summer, and then the Budget Committee will run the first official version of the form during next academic year. We will also continue to look at faculty retention efforts and hopefully offer recommendations/resolutions for the Chancellor and Faculty Senate.

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**Committee on Committees 2013-2014 Annual Report to UNCG Faculty Senate**

*Charge:* The committee shall preside over elections for the Secretary of the General Faculty and for elected at-large members of faculty committees. The committee shall conduct the nomination and elections processes and determine the eligibility of the nominees in conformity with The Constitution and membership regulations of the committees; it shall also collate results from Unit elections and appointments and General Faculty elections and report all results to the Faculty Senate in accordance with the Bylaws of The Constitution of the Faculty.

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 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 in accordance with the guidelines set forth in the Faculty Senate Bylaws for this representative.

At the time of the report, Senate Faculty Committees should have full representation from all units except those that become open in the event of faculty resignations. Those will be filled at the beginning of the 2013-14 academic year.
Due Process Committee 2013-2014 Annual Report to UNCG Faculty Senate

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

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. 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 units, or other University committees.

The committee did not meet, as it exists in a purely advisory capacity to the chancellor. Bruce Banks, who has served on the committee for a number of years, has explained to new committee members the function and purpose of the committee and should probably be considered de facto chair, but as there have only been four or five cases referred to the committee in the past five years for review, the lack of activity should not be misconstrued. [Communication from Anita Tesh to Faculty Senate Secretary in 2013].

Elections Committee of the Senate 2013-2014 Annual Report to UNCG Faculty Senate

Charge: The Senate Elections Committee is a standing committee of the Faculty Senate with composition and duties as listed below.

- The Committee shall receive nominations and conduct elections to fill all elected offices and elected committee positions of the Senate.
- The Committee 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 Senate elections, as described in Article III, Section 2.
- The Committee shall review the election procedures of the electoral divisions and recommend to the Senate changes where appropriate. If the Senate supports the changes, they shall be forwarded to the electoral divisions for their action.

No report.

UNC Faculty Assembly Delegation 2013-2014 Annual Report to UNCG Faculty Senate

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.

Kevin Lowe’s report to the Senate at the last Faculty Senate meeting of 2014 summarized the last faculty assembly meeting. Regular summary reports will continue in 2014-2015 either at Faculty Senate meetings following state assembly meetings (usually five per academic year) or on the Faculty Senate webpage.
Faculty Government Committee 2013-2014 Annual Report to UNCG Faculty Senate

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 shall also review the governance structures adopted by the units 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 made editorial revisions to the Constitution of Faculty to bring it into compliance with FS #12052012-03 (To Revise the Charge of the Undergraduate Curriculum Committee Removing the Overlap with Responsibilities of the General Education Council). Reviewed and commented on the Faculty Workload Guidelines at the request of the Provost and the Chair of the Faculty Senate. It also began discussions on revisions to ADMINISTRATIVE GUIDELINES FOR CREATION OF ACADEMIC DEPARTMENTS AND APPOINTMENT OF DEPARTMENT HEADS by commissioning a report from the Educational Review Board on this subject. The report was completed, presented to the Senate, and distributed to the Deans. One meeting with Dean’s Council was held to discuss the issues. Discussions will continue next academic year. The committee also made corrections to the Constitution of the Faculty, and arranged for these to come before the Senate early in fall semester 2014; completed review of the relationship of the Graduate Studies Committee to the Faculty Senate, but did not act on our recommendations when directed not to pursue this matter by the Chair of the Senate; and crafted a response to GA’s Amended 2014 Guidelines for Post Tenure Review and brought a resolution before the Senate asking that these recommended changes be revised. The revised Constitution of the Faculty is to come before the Senate in 2014. We will need to continue discussion with Dean’s Council and Department Heads on revision of ADMINISTRATIVE GUIDELINES FOR CREATION OF ACADEMIC DEPARTMENTS AND APPOINTMENT OF DEPARTMENT HEADS. We will attempt to bring revisions to this document before the Senate.

Faculty Grievance Committee 2013-2014 Annual Report to UNCG Faculty Senate

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.

No grievances were formally filed with the committee although a UNCG faculty member did contact the Chair to discuss the possibility of taking action. In the end, it seems to have been determined by Alan Boyette’s office that the grievance was not warranted as the position was administrative and not faculty based.

Faculty Professional Development, Compensation & Welfare Committee 2012-2013 Annual Report to UNCG Faculty Senate

Charge: The purpose of the Faculty Professional Development and Welfare Committee shall be to support the role of faculty members as learned professional. The committee shall review and make recommendations on matters concerning professional status and effectiveness in the areas of teaching, research, and service. All matters other than 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; and programs for the enhancement of faculty professional abilities.
Acting on a charge from Senate Chair Patti Sink, the Faculty Professional Development, Compensation, and Welfare Committee worked proactively throughout the spring semester to formulate and distribute a UNCG Faculty Morale Survey. We met several times and communicated actively via email to thoughtfully determine the structure of the survey, which was distributed to all faculty members on campus via the individual units. Of 1080 surveys sent out, 486 (45%) were returned. The committee reviewed and discussed the raw data, and the chair of the committee will present findings of the report at the first Faculty Senate meeting.

Full Professors (25%), non-tenure track Lecturers/Instructors (20%—listed as “Other” on the survey), Assistant Professors (12%), non-tenure track Assistant Professors (5%), non-tenure track Associate Professors (2%) and non-tenure track Full Professors (1%). Seventy-six per cent (76%) of respondents have been at UNCG for six or more years and nineteen per cent (19%) have been here more than 20 years. Composition of the respondents by sex is 54% female and 46% male. Eighty five percent of respondents indicate that there is a “definite (40%) or “serious” (45%) problem with morale at UNCG, and only 2% responded that there was no problem at all.

The next four items fell within a close range of numerical responses and as such, can be considered equally to have the next highest negative influence on faculty morale. They are listed in the order in which they appeared on the survey: (a) decisions about budget allocation/priorities in funding (150 responses); (b) lack of shared vision with UNCG administration (156 responses); (c) decision making by administration does not value transparency (130 responses); (d) priority is not placed on funding of faculty positions (140 respondents).

Three items clearly represented the factors most responsible for positive influence on morale. These include: 1) collegiality among faculty (352 responses, 168 #1 rankings); 2) gratification from teaching (347 responses, 153 #1 rankings); and 3) gratification from research/creative activity, 264 responses, 50 #1 rankings. Potential use of this data has not yet been discussed by the Committee.

Recommendations will be forthcoming in the fall. The majority of the membership will remain on the committee; thus, we look forward to a productive year in 2014-2015.

Faculty Promotion & Tenure Guidelines Committee 2013-2014 Annual Report to UNCG Faculty Senate

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

No report.

Faculty Teaching & Learning Commons Committee 2013-2014 Annual Report to UNCG Faculty Senate
Charge: The committee shall serve as a policy formulation body with respect to the Faculty Teaching and Learning Commons. The Committee shall review and make recommendations to the Director of the Faculty Teaching and Learning Commons. The committee shall act in an advisory capacity to the Faculty Senate and to members of the University administration.

The FTLC discussed the focus of the FTLC and how this meets all faculty needs (tenured/nontenured/instructors/adjuncts etc.). The committee was concerned with FTLC expanding model; these discussions resulted in the FTLC reviewing and refining mission and vision of FTLC. A group met to review the mission (including the chair from this committee). This statement was presented to advisory board and refined as “The Faculty Teaching and Learning Commons (FTLC) enhances teaching, learning, research, and creative activity by promoting a collaborative community of scholars.” The advisory board suggested that the FTLC move from transactional to transformative focus when planning. Using FTLC as a mechanism to value faculty as the core of University function was strongly supported by the committee. The advisory recommended that outcome data should be systematically collected and used to support the functions of FTLC.

The issue on student recording (audio/video) a class without permission of the instructor was discussed. Based on new technology, recording can be done without overt awareness of faculty. Two topics are intellectual property, student privacy, and faculty academic rights (and freedom). Recommended to address this in 2014-2015 through faculty conversations and consider white paper or summary and present to Faculty Senate for policy development.

General Education Committee 2013-2014 Annual Report to UNCG Faculty Senate

1. New student learning outcomes for WI and SI were created by the Council and approved by the Faculty Senate on December 4, 2013.
2. The oversight of the WI and SI Committees was clarified. The Council will appoint the members of the WI and SI Committees, and these committees will be charged by the Council with the development, review, and approval of all proposals for Writing Intensive and Speaking Intensive markers, and with the submission of approved proposals to the Council for administrative disposition. A resolution amending the charge of the Council to reflect the clarification of oversight will be presented to the Faculty Senate in FA14. Due to the dissolution of the CAC Director position, the Council assumed direct oversight of the WI and SI Committees on May 1.
3. Four assessment training workshops were held on August 12-13, 2013 for faculty teaching GLT, GHP, and GSB courses to be assessed in FA14. Approximately 24 faculty members attended the four sessions in total.
4. Assessment data was collected from 2012-13 GMT and GNS assessment, SP13 GL, GN, and WI assessment by the Department of Languages, Literatures, and Cultures, and FA13 GHP, GLT, and GSB university-wide assessment. 4,162 GMT students, 1,454 GNS students, 9 GHP sections, 11 GLT sections, and 20 GSB sections were assessed. The GNS assessment was conducted using the Scientific Reasoning Test developed at James Madison University. The GMT assessment was conducted by the Departments of Mathematics and Statistics using embedded questions in GMT examinations.
5. A one-day assessment workshop was held in January at which UNCG faculty members conducted evaluations of student work products submitted in the fall semester as part of the regular assessment of student learning in courses that carried the GLT, GHP, and GSB category designations. On recommendation from faculty participants in the January workshop, the results of these assessments will be made available online instead of at open fora. The results can be found on the Office of Accreditation and Assessment webpage (http://assessment.uncg.edu/academic/GenEd/).
6. Ad hoc subcommittees for the recertification of the GMT and GNS subcommittees were convened in SP14. The revised GMT student learning outcomes were approved by the Council on March 31, and will be presented to the Faculty Senate in FA14. The revised GNS student learning outcomes were not presented to the Council in time for action in SP14, but will be on the agenda for the first FA14 Council meeting, and will be presented to the Faculty Senate in FA14. Recertification of GMT and GNS courses will commence in FA14 and be completed in SP15, with any changes taking effect in FA15.
7. The Council approved 12 requests for General Education Program category or marker designations.

To be carried forward: Revise the Council’s bylaws with respect to Council membership, particularly with respect to ex officio members, and to address the voting status of ex officio members; continue the recertification of courses carrying the GMT and GNS category designations, and begin the process of recertifying courses carrying the GFA category designation; continue to refine the process by which courses may be added to the General Education Program; establish written job descriptions for the chairs of the WI and SI Committees, and continue the regular assessment of learning in the General Education Program in conjunction with the Office of Accreditation and Assessment; continue to examine the role of WI, SI, and GRD in the General Education Program and explore options for improving instruction and learning in these courses; revise the General Education Program as needed to maintain compliance with any General Administration mandates regarding student learning and core competencies.

Recommendations for the Senate Leadership: The Senate may wish to review the appointment process for members of the Council. Currently, members are appointed by the Provost on recommendation from the Deans of the different units, but it has, in practice, been the Chair of the Council who has made recommendations to the Deans and who recommends to the Provost whom he should appoint. The UCC and GSC members are elected by the Senate’s Electoral Division, thus making the GEC the only Provost-level appointment among the various curriculum committees.

Intercollegiate Athletics Committee 2013-2014 Annual Report to UNCG Faculty Senate

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.

The Committee met twice formally during the fall 2013 semester, although several committee members met informally at various other times throughout the semester. For the spring 2014 semester, we had three formal meetings of the committee as well as informal sessions. Minutes were kept of our formal meetings and were approved by voting members of the committee. Our agenda has included the following:

• Orientation – at our first meeting in September 2013, we conducted an orientation, particularly for new members. We discussed the mission of FCIA, which concerns student-athlete (SA) welfare (primarily academic) and other areas we can help (see below). As a result of this, we distributed a press release to the UNCG Campus Weekly to announce our role and availability to help with any concerns about athletics on campus.

• Recruiting of Student-Athletes – since all but one unit on campus is represented by a member of FCIA, we agreed that the representative member should help coordinate recruiting visits by SA candidates as it relates to academics in their unit.

• Academic Advising – throughout the academic year, we have been involved in helping SAs obtain academic advising resources relating to pursuit of their major (and professional career), while maintaining NCAA eligibility for their sport. In the spring 2014, each committee member was instructed to send an email to SAs in their unit offering to act as a liaison to help insure proper advising takes place.

• Tutoring services – helping to identify resources available to students by particular major, especially in upper level courses.

• Missed class policy – we conducted research and made suggestions about missed class policies throughout UNCG. This was initiated because of apparent inconsistencies by department/professor and we want to make sure that students representing UNCG via athletics or otherwise (e.g., music, dance, representation at national or regional student organizations) are treated fairly and consistently when they have obligations that might result in travel and missed classes.

• UNC Board of Governors Recommendations – we have a report listing policies and procedures required by the
UNC Board of Governors. We conducted discussions about UNCG adherence and FCIA involvement. This will be a major initiative in 2014-15

- The Student-Athlete Experience – in the past, the Department of Athletics has conducted a formal survey of SAs exiting through graduation or transfer, in order to “gain a pulse” on the SA experience – good and bad. Mostly, this has produced positive results. FCIA initiated expansion of the survey to underclass students (rising sophomores, juniors and seniors) so that we can make adjustments early during the SA career at UNCG.

**Online Learning Committee 2013-2014 Annual Report to UNCG Faculty Senate**

*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.*

This was the first year this committee has met. We evaluated existing UNCG reports about Online Learning. We identified over 30 recommendations for improvement. Ranked and organized the recommendations. We split into 4 subcommittees each looking at a subset of top recommendations in an attempt to draft resolutions. Seven resolutions were drafted, five of which were approved by the voting members, two of the five were brought to the Senate leadership, one was carried in a senate vote April 2nd 2014 and the other is slated for a vote Fall 2014.

We still have several resolutions to consider with senate leadership and a few recommendations to write up and shop around. One issue not yet undertaken is recommending best practices for assessing and improving quality of online courses. Another issue that UNCG needs to address is the charging of different fees for online learners from campus students. This current process creates a lot of work for staff, problems for faculty, and confusion for students. Solving this may require action from GA.

**Promotion & Tenure Committee of the Faculty Senate 2013-2014 Annual Report to UNCG Faculty Senate**

*Charge: The major purpose of the committee is to provide faculty counsel to the Chancellor in accord with the University Promotions and Tenure Guidelines, Section II, Part B. The committee will review promotion and tenure policies and procedures yearly and will recommend modifications and changes in committee function and guidelines to the Faculty Senate.*

As has become standard practice, the Provost referred to the Committee for its advice all of cases where there was not unanimity at the unit levels of review, and those cases that were applications for early promotion and/or tenure. The Committee was informed of the cases it would be evaluating at its first meeting, and established its procedure for evaluating the assigned cases. The Committee Chair provided the members with a template for the Committee members’ individually assigned preliminary reports on the candidates, so as to ensure uniformity of format among those reports. At the second meeting, after Committee members had studied the online dossiers of the candidates, the Committee deliberated over the assigned cases, and voted on what advice to give the Chancellor. The final drafts of reports of the Committee’s deliberations and reports on each case were prepared by the Chair, and were distributed for final approval by the Committee members. The approved reports were submitted to the Chancellor and Provost, both electronically and during a third Committee meeting with the Chancellor. Based on review of the Committee’s reports and counsel, the Committee also learned of the Chancellor’s final decisions on the cases in question.

**Research Grants Committee 2013-2014 Annual Report to UNCG Faculty Senate**

*Charge: The primary functions of the committee are to: (a) 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 (b) set policies and procedures deemed necessary.*
Membership: Seven (7) faculty (one [1] from each School and the College), plus one (1) Senator. (Up to six [6] additional members may be appointed by the chair, after consultation with the Associate Provost for Research, in order to achieve programmatic balance, to serve one-year terms.

The committee reviewed and selected the awards for the Regular Faculty Grants, Regular Faculty Summer Excellence Research Awards, New Faculty Grants and New Faculty Summer Excellence Research Awards; held two training sessions for faculty on submitting the grants. Reviewed and updated the instructions and guidelines for submission for AY 2012-2013; reviewed and selected awardees for the publication subsidy funding; discussed options and opportunities to expand the amount of funding available for subsidies.

Unfinished business: Continue discussing options and opportunities to expand the amount of funding available for subsidies and discussing ideas for further expanding the funding for Regular Faculty proposal programs since there are so many more excellent proposals submitted for the Regular Faculty grant proposal programs (Regular Faculty Grant and Summer Excellence Research Award) than could be funded.

Research Policies Committee 2013-2014 Annual Report to UNCG Faculty Senate

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.

We did not meet due to lack of available research funds.

Scholarly Communications Committee 2013-2014 Annual Report to UNCG Faculty Senate

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: 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; Provide faculty with guidance on fair use, intellectual property rights, and management of their creative works; 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; 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.

In October 2013 the Committee co-sponsored a Faculty Forum entitled “Article-Level Metrics for Evaluating the Impact of Research” that featured Jennifer Lin from the Public Library of Science (PLOS) as a guest speaker and three UNCG faculty members as panelist (Stan Faeth, Nicholas Oberlies, and Robin Remsburg). The committee also advised the library on the creation of a new Scholarly Communications guide. This guide provides information on Scholarly Communications issues such as Author Rights, Copyright and Open Access. Two members of the committee spoke at conferences on Open Access.
The Committee will sponsor a forum on October 23, 2014 in the Kirkland room on Open Educational Resources.

Student Learning Enhancement Committee 2013-2014 Annual Report to UNCG Faculty Senate

Charge: The Student Learning Enhancement Committee is established: a) to review the assessment plans for all undergraduate and graduate programs to assure that they are designed to improve student learning based on evidence and to meet accreditation requirements, b) to report annually to the Faculty Senate on the current status of academic program assessment at UNCG, c) to advise the deans of academic units or their designees on how departments might enhance their academic program assessment plans to improve opportunities for student learning, and, d) 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.

The SLEC completed reviews of departmental assessment plans and reports based on 2012-2013 Compliance Assist reports; established monthly committee meeting schedule and additional conference/workshop opportunities for further faculty development activities; arranged with Associate Deans to replace four departing committee members; held seven committee meetings in 2013-14; used subcommittee structure to evaluate submissions for Student Learning Enhancement Excellence Award; Revised, provided committee development, and applied Enhancement Progress Rubric which is used to review all academic programs’ learning enhancement processes. This Rubric is presently being used to review and communicate with Associate Deans and then departmental faculty, and it was also very useful in communicating feedback to departmental faculty. We refined guidelines and made two awards for the Student Learning Enhancement Excellence Award. We also provided detailed feedback to the other submitters for improvement purposes. We also worked with Liane Davenport of Office of Academic Assessment (OAA) to produce a BB site for committee with a series of Best Practices, readings, committee reports, etc. for faculty development. Larry Taube (Chair) assisted in the writing of SACS Report 3.3.1.1. Kathleen Williams was elected to serve as Chair for the committee in 2014-15.
<table>
<thead>
<tr>
<th>SCHOOL OR DEPARTMENT</th>
<th>Course Description</th>
<th>Date</th>
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<tbody>
<tr>
<td><strong>College of Arts and Sciences</strong></td>
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<td>College of Arts &amp; Sciences</td>
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<tr>
<td>Anthropology</td>
<td>Student-Designed Interdisciplinary Designed (SDIM) program - SDM 400 Capstone (New)</td>
<td>4/11/14</td>
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<tr>
<td>Art</td>
<td>Anthropology - ATY 342 Human Growth and Development</td>
<td>3/28/14</td>
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<tr>
<td>Art</td>
<td>Art – ART 447 New Media and Design Professional Practices Studio Capstone (New)</td>
<td>12/6/13</td>
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<tr>
<td>Art</td>
<td>Art – ART 448 Variable topics in New Media and Design (New)</td>
<td>12/6/13</td>
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<tr>
<td>Biology</td>
<td>Art - ART 123 Introduction to Visual Art Practices (New)</td>
<td>2/7/14</td>
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<td>Biology</td>
<td>ARH 321 Early Renaissance Art, 1300-1480 (New)</td>
<td>10/4/13</td>
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<tr>
<td>Chemistry</td>
<td>Biology - BIO 488 Essentials of Toxicology (New)</td>
<td>3/28/14</td>
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<tr>
<td>Classical Studies</td>
<td>Chemistry - CHE 353 Organic Laboratory Techniques (New)</td>
<td>2/7/14</td>
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<tr>
<td>English</td>
<td>LAT 465 Student Teaching and Seminar in Latin (New)</td>
<td>11/1/13</td>
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<tr>
<td>Languages, Literatures, and</td>
<td>ENG 391 Studies in Digital Studio Theory and Practice (New)</td>
<td>3/21/14</td>
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<td>Cultures</td>
<td>ENG 363 Topics in Rhetoric and Composition (New)</td>
<td>3/28/14</td>
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<td>Environmental Studies</td>
<td>LLC 130 Global Green: Cultures of Production/Consumption (New)</td>
<td>3/21/14</td>
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<td>Environmental Studies</td>
<td>CHI 313 Major Figures in Chinese Literature (New)</td>
<td>12/6/13</td>
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<tr>
<td>History</td>
<td>Environmental Studies - ENV 110 Introduction to Sustainability Studies (New)</td>
<td>3/21/14</td>
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<tr>
<td>History</td>
<td>History - HIS 356 The Making of the African Diaspora (New)</td>
<td>3/21/14</td>
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<tr>
<td>Interior Architecture</td>
<td>History - HIS 514 Topics in World History (New)</td>
<td>3/28/14</td>
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<tr>
<td>Mathematics &amp; Statistics</td>
<td>Interior Architecture - IAR 124 Introduction to Sustainable Design (New)</td>
<td>12/6/13</td>
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<tr>
<td>Media Studies</td>
<td>MAT 190 Precalculus</td>
<td>3/21/14</td>
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<tr>
<td>Political Science</td>
<td>MST 328 Introduction to Film History (New)</td>
<td>1/10/14</td>
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<tr>
<td>Religious Studies</td>
<td>MST 485 Client Based Production (New)</td>
<td>1/10/14</td>
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<tr>
<td>Theatre</td>
<td>PSC 311 The Nonprofit Sector and Governance (New)</td>
<td>3/21/14</td>
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<tr>
<td>Bryan School of B &amp; E</td>
<td>REL 226 Approaches to the Qur’an (New)</td>
<td>11/1/13</td>
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<td>Accounting &amp; Finance</td>
<td>THR 551 Advanced Scene Design (Amended)</td>
<td>2/7/14</td>
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<td>THR 560 Advanced Costume Design (Amended)</td>
<td>2/7/14</td>
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<td></td>
<td>THR 570 Advanced Costume Design (Amended)</td>
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<td>ACC 561 Governmental and Nonprofit Accounting (New)</td>
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<td>School of Business Management</td>
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<td>Consumer, Apparel &amp; Retail</td>
<td>APD 242 Design Principles Applied to Textile Products (Amended)</td>
<td>3/28/14</td>
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<td>Studies</td>
<td>CRS 332 Internship: Consumer, Apparel, &amp; Retail Industries (Amended)</td>
<td>3/28/14</td>
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<td>RCS 363 Visual Merchandising and Product Presentation (New)</td>
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<td>Consumer, Apparel &amp; Retail</td>
<td>APD 251 Principles of Apparel Evaluation (Amended)</td>
<td>11/1/13</td>
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<td>Studies</td>
<td>APD 310 Portfolio Development for Apparel Design (Amended)</td>
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<td>RCS 364 Retail Store Operations and Management (New)</td>
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<td>Management</td>
<td>BUS/ENT 450 Directed Business Practice (Amended)</td>
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<td>Information Systems &amp; Supply Chain Management</td>
<td>ISM 425 Business Analytics (New)</td>
<td>3/28/14</td>
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<td>ISM 324 Secure Networked Systems (Amended)</td>
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<td>Marketing, Entrepreneurship,</td>
<td>MKT 330 Social Medial Marketing (New)</td>
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<td>Hospitality &amp; Tourism</td>
<td>ENT/GEO/LIS 530 Researching Opportunities in Entrepreneurship and Economic</td>
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<td>Development (New)</td>
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<td>ENT/HHS 250 Spirituality and Entrepreneurship (New)</td>
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<td>ENT/ELC 404 Entrepreneurship and Innovation in Community Leadership (New)</td>
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<tr>
<td>School of HHS</td>
<td>CTR 511 Seminar in Recreation and Parks (Amended)</td>
<td>4/11/14</td>
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<tr>
<td>Community &amp; Therapeutic</td>
<td>CPS 556 Sports, Conflict, and Peacebuilding (New)</td>
<td>2/7/14</td>
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<tr>
<td>Recreation</td>
<td>PCS 450 Independent Study in Peace and Conflict Studies</td>
<td>3/28/14</td>
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<tr>
<td>Conflict and Peace Studies</td>
<td>PCS 505/SWK 505 Environmental Justice: Interdisciplinary Response for</td>
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<td>PCS 517 Peacebuilding Challenges in a Complex World</td>
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<td>KIN 292 &amp; 292L Clinical Human Physiology and Lab (New)</td>
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<td>Kinesiology</td>
<td>KIN 330 Sociocultural Analyses of Sport and Exercise (Amended)</td>
<td>3/21/14</td>
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<td>KIN 286 Foundations of Coaching (New)</td>
<td>3/28/14</td>
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<td>KIN 287 coaching in Community-based Sport Programs (New)</td>
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<td>KIN 291 &amp; 291L Clinical Human Anatomy &amp; Lab (New)</td>
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<td>KIN 466 Practicum in Fitness Leadership (New)</td>
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<td>KIN 468 Exercise and Fitness (Amended)</td>
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<td>KIN 469 Exercise Prescription (Amended)</td>
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<td>HEA 231 Athlete Health and Sport Performance (New)</td>
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<td>Public Health Education</td>
<td>HEA 113 Medical Terminology for Public Health Professionals (Amended)</td>
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<tr>
<td>School of Music, Theatre, and Dance</td>
<td>MTD 499 Internship in Arts Administration (New)</td>
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<td>Music, Theatre, &amp; Dance</td>
<td>MTD 201 Issues in Art Administration (New)</td>
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<td>MUE 367 Foundations of Teaching Instrumental Music (Amended)</td>
<td>12/6/13</td>
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<td>MUE 467 Instrumental Music in Schools (Amended)</td>
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<td>MUS 120 Sound Listening</td>
<td>3/28/14</td>
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<td>Music Studies</td>
<td>DCE 245 Creative Process for Dance Integration (New)</td>
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<td>DCE 330 Iyengar Yoga: Somatic Practice (New)</td>
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<td>DCE 445 Introduction to Dance Education Research (New)</td>
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<td>Dance</td>
<td>DCE 446 Choreographic Explorations Since 1953 (New)</td>
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<td>DCE 253 Choreography I: Craft (Amended)</td>
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<td>DCE 453 Choreography III: Group Forms (Amended)</td>
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<tr>
<td>School of Nursing</td>
<td>NUR 210 Concepts in Nursing (Amended)</td>
<td>3/21/14</td>
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<tr>
<td>School of Nursing</td>
<td>NUR 220 Nursing Assessment of Well Individuals (Amended)</td>
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<td>School of Nursing</td>
<td>NUR 506 Role of Nursing Administration in Quality and Safety (New)</td>
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<td>School of Nursing</td>
<td>NUR 540 Budget Development and Analysis of Nursing Services (Amended)</td>
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<td>Undergraduate Studies</td>
<td>FFL 225 Experiential Seminar in Social Justice (Amended)</td>
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</table>
Experimental Courses:

September 6, 2013
Anthropology
   ATY 377X Disaster, Self and Culture (5/1/13)
Management
   MGT 400 Cybersecurity Management (5/6/13)
Sociology
   SOC 589 Ethnography – 2nd offering

October 4, 2013
History
   HIS 382c East Asian History Through Film (10/4/13)
   Dance – DCE 259 Laban Movement Analysis
   Classical Studies - LAT 314 Love and Sex in Ancient Rome
   Undergraduate Studies – ISL 106 Independent Study
   Theatre – THR 389 Introduction to Musical Theatre Performance
   Peace and Conflict Studies – PCS 589A Sports, Conflict, and Peacebuilding

November 1, 2013
Dance
   DCE 259 Laban Movement Analysis
Classical Studies
   LAT 314 Love and Sex in Ancient Rome
Peace and Conflict Studies
   PCS 589A Sports, Conflict, and Peacebuilding – 2nd Offering
Undergraduate Studies
   ISL 106 Independent Study
Theatre
   THR 389 Introduction to Musical Theatre Performance

December 6, 2013
Art History
   ARH 355 New Media Art – 2nd offering (11/25/13)
Interior Architecture
   IAR 126 The Relationship of Human Beings and the Natural World
Languages, Literatures, and Cultures
   CHI 491/492 Chinese Tutorial

January 10, 2014
Health and Human Sciences
   HHS 126 Personal and Academic Success in HHS (approved by J. Dale 12/13/13)
   HHS 130 Meditation for Life (approved by J. Dale 12/13/13)
   HHS 250 Spirituality and Entrepreneurship (approved by J. Dale 12/13/13)
Music, Theatre and Dance
   MTD 589 Continued Study in the Alexander Technique for Performers (approved by J. Dale 12/12/13)

March 21, 2014
Anthropology
   ATY 400 Cults and Conspiracy Theories

March 28, 2014
Theatre
   THR 389 Introduction to Stage Management

April 11, 2014
Languages, Literatures, and Cultures –
   FRE 303 Francophone Cultures
   Music, Theatre, and Dance - MTD 184 Beginning Ukulele
September 6, 2013
Departmental Name Change
Program of Conflict and Peace Studies to Department of Peace and Conflict Studies
Addition of Minor
Minor in Peace and Conflict Studies

October 4, 2014
Request for Title Change of an Existing Degree Program
Conflict and Peace Studies – to B.A. Peace and Conflict Studies
Addition of Minor
Minor in Peace and Conflict Studies

November 1, 2013
New Business
Retroactive Actions (Memo from Mark Engebretson) – Retroactive actions can be managed as requested until 2014 and then will be handled on a case-by-case basis while changing software systems. Debra Banks and Melanie Hoover will be asked to attend the next meeting to define criteria to be used in the case-by-case determination.

Accelerated Degree Program (Jenny Dale) No attachments. The College C&T Committee has several questions about the accelerated degree program. Concerns include whether or not we have had a conversation about devaluing undergraduate education by taking 12 hours out of an undergraduate degree to devote to a graduate degree – it is then no longer 122 hour undergraduate degree. Questions are based on proposals submitted by Physics (132 hour undergraduate degree) and Geography that are not specific enough about courses. Clariﬁcation is needed regarding double-dipping since 12 hours can count for both undergraduate and graduate degrees – UCC and GSC have been asked to clarify titling of the program, which will show up on the transcript and also the range of required graduate credits. It has been determined that the accelerated degree program will not be a new program, but there is an issue of how credits are articulated between the two. It will be a program revision for the department or a new concentration. Students are allowed to take four 600-level courses. Program revisions will need to be approved by GSC before approval by UCC. Existing accelerated masters programs need to be discontinued.

New BOG Policies (Dana Saunders, University Advising Council) No attachments – Board of Governors has mandated policies which will take place in Fall 2014 and will impact UNCG’s academic standing policy and course withdrawal policy. Freshman through senior must have a 2.0 cumulative GPA to be considered in academic good standing; however this is no longer based just on GPA. Students with financial aid, to remain eligible for financial aid, must successfully pass and complete at least 67% of the hours that they are locked into after the first week of classes. GA now requires that students must have a 2.0 cumulative GPA and successfully pass and complete 67% of the hours that they are locked into each semester. This means it would be possible for student to have 4.0, but go on academic probation, even suspension or dismissal because they haven’t successfully completed enough hours. This may impact as many as 900 additional students that may fall on academic probation because of hours, not because of GPA. All students will be limited to 16 hours of withdrawals for entire undergraduate career.

December 6, 2013
Request for Authorization to Plan a New Degree Program (Appendix A)
School of Music, Theatre, and Dance,
Bachelor of Arts in Arts Administration – Approved to submit to General Administration
Addition of Minor
Languages, Literatures, and Cultures
Chinese Minor
Request for Title Chance
Dance Major (B.F.A.) to Bachelor of Fine Arts: Dance (Choreography and Performance)
Semi-annual Curriculum Report from LIHC – The report was reviewed and accepted

January 10, 2014
Guidelines for counting 500-level courses for disciplinary honors – Jerry Pubantz, Dean of the Lloyd International Honors College. Dean Pubantz gave the committee a brief background on international and disciplinary honors. The
Honors College has two programs – International Honors and Disciplinary Honors. International Honors is somewhat controlled by the Honors College in that they hire faculty and approve courses. Disciplinary Honors is centralized administratively in Lloyd International Honors College ensuring minimum standards across the university, such as number of hours, requirement of honors project and a 3.3 average. Beyond that, it is left to department’s faculty to determine what constitutes honors beyond the minimum standards, which is where the issue of 500 level classes comes in. The range of different requirements does vary from department to department on campus as to how they relate to 500 level courses. According to Dean Pubantz, UCC has more authority and responsibility than he or the Honors Council with regard to disciplinary honors beyond minimum standards. If the department wants or needs to change its honors requirements, it must go through the curricular process. There appears to be no consistent pattern with 500 level courses, particularly as to how they relate to honors.

Information and Updates – Jenny Dale, Chair
Internship Guidelines – Kelly Rowett-James asked that the UCC discuss guidelines for internships because of problems encountered by one department. The consensus among committee members was that it should be dealt with at the departmental level. A statement can be added to the guidelines in the Curriculum Guideline to encourage departments to make their students aware that a second internship experience would not be guaranteed. Another option, which is used in Media Studies is that all internships require written permission from the internship coordinator.

Accelerated Degree Program – the College Curriculum and Teaching committee might take the issue to Faculty Senate. Laura Chesak, Graduate School, clarified several issues (email attached). Information that will appear on the transcript will be resolved, i.e., number of graduate credit hours up to 12 varies from department to department

February 7, 2014
UNC GA Academic Program Inventory – change of program titles. Jodi Pettazzoni noted that the title of Public Health Studies should be Public Health Education. She has communicated with General Administration (GA) and expects a decision soon, followed by a new letter from GA with the correction

March 21, 2014
Request for Authorization to Plan a New Degree Program (Appendix A)
Bachelor of Science in Psychology
Discontinuation of Minor
Community and Therapeutic Recreation/Travel, Tourism, and Commercial Recreation Minor – due to the split in the Department of Recreation Tourism, and Hospitality Management, the two programs are no longer housed in the same department/school
Request for Title Change
African American Studies to African American and African Diaspora Studies

March 28, 2014
New Minor
Environmental Studies Program
Create new minor in Sustainability Studies
Information and Updates
Music, Theatre, and Dance
Authorization to change name of the DMA in Performance to the DMA in Music

April 11, 2014
College of Arts and Sciences/Student-Designed Interdisciplinary Designed (SDIM) program
SDM 400 Capstone Experience –Clarification was needed for description; SDM not approved prefix; no SLOs; no syllabus; SDIM not a major. Received new course proposal with syllabus.

April 30, 2014
Special Program in Liberal Studies/Humanities/Social Sciences – request modification of the College’s foreign language requirement (GFL) for BLS majors who have completed a foreign language through the 102 level, with a subsequent gap of five (5) years or more, to be able to apply for permission to use courses in English (from a list approved by the College Appeals Committee) as substitutions for 203 and 204 language classes. Received response regarding reservations from Classical Studies; received list of substitution courses
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
2013-2014

In accordance the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year.

Senate officers will review the reports, distribute a summary of the reports to the Senate, and determine which recommendations should be action items for the Senate agenda. A copy of each committee's annual report shall be forwarded to the next chair of the committee.

**SUBMISSION DEADLINE: April 30, 2014**

Send report to: Spoma Jovanovic (spomajovanovic@uncg.edu) Faculty Senate Chair
and/or Mary Lea Wolfe (mlwolfe@uncg.edu)

1. Committee Name: Graduate Studies Committee

2. Committee Chair Name (2013-2014): Kenneth A. Klase

3. List Committee Members: (Box will expand as names are entered.)

Michael Kane, Vince Francisco, Samuel Miller, Susan Walcott, Dennis Askew, Stephen Holland, Christopher Kepley, Angela Newman, Linda Rupert, Appointed Members: Bruce Banks, Tony Cuda Ken Klase, Karen Katula; David Ayers (Senate Rep); Ex Officio: Laura Chesak, Jodi Pettazzoni, Kelly Rowett-James, William Wiener, Steven Cramer, Michael Boglovits (Student Member)

4. Number of Mtgs 2013-2014: 8 regular meetings and 1 additional Special meeting in April 2014 to approve Request for Authorization to Establish a New Degree Program Master of Fine Arts in Media Production – Effective August 2015.

5. Summary of major activities or accomplishments (Box will expand as text is entered.)

Graduate Curriculum Requests Reviewed and Approved: 49 Routine Course Changes; 101 New/Amended Course Proposals; 11 Additions/Discontinuations of Concentrations, Second Majors or Minors; 2 Requests for Title Changes or CIP Code Changes; 56 Program Revisions; 5 Certificate or Licensure Program Proposals; 2 Requests for Discontinuation of a Program; 3 Requests for Moratorium of a Program; 1 Approval of Student Exchange & Joint Dual Degree Proposal; and 3 Notifications of Intent to Plan a New Distance Education Degree Program.

Besides the review and approval of curriculum related proposals, the GSC dealt with the following issues or topics during 2013-2014: 1) Approved changes to the Graduate Bulletin related to the Accelerated Bachelors to Graduate Degree Program. The Graduate school letter of admission will reflect a provisional admit; 2) Approved changes to the Graduate Bulletin language in the Appeal of Grades policy to make it evident to students that a request for a
1. Committee Name: Graduate Studies Committee

retroactive withdrawal is handled in the same way as an appeal of a grade; 3) Approved change to policy language for the Graduate Bulletin regarding admission prior to receipt of final official transcript to require receipt of applicant’s final transcripts before the end of first semester in graduate school: “Students may be admitted prior to receipt of the final official transcript, but will not be permitted to register for the following semester unless the final official transcript has been received;” 4) Approved requirement for proof of IRB approval for research involving human subjects prior to acceptance of a dissertation topic based on such research; 5) Approved “Best Practices in Advising and Mentoring Graduate Students,” document prepared jointly by Student Affairs Subcommittee, in consultation with the Graduate Student Association, and the Policies & Procedures Subcommittee, which is being incorporated into existing document for “Good Practices in Graduate Education;” 6) Approved re-definition of graduate student full time status from 6 to 9 hours consistent with UNC System-wide definition to be implemented in Fall 2015: Full-time status in any given semester will be considered to be nine (9) credit hours of coursework. The Graduate School will permit students with 6 credit hours in a semester to hold graduate assistantship appointments; 7) Approved requirement in the case of non-traditional dissertations and multiple authorship on dissertation chapters that the Chair of the Dissertation Committee of Doctoral students submitting dissertations with multiple authors of chapters must identify the specific role of the student in the research and writing, and the amount of the product developed by each of the contributors in documentation submitted; 8) Approved wording of residency requirement for online doctoral programs: "The minimal residency requirement for online professional/practice doctoral programs will be met when students make a minimum of three required visits to campus as part of their graduate program: 1. To participate in an Orientation program prior to coursework to foster a sense of community with their peers and faculty, and to gain knowledge of UNCG resources available to them; 2. Upon completion of coursework, to participate in written and oral comprehensive examinations, in discussion regarding the dissertation proposal with faculty, and in observation of a dissertation defense; and 3. To participate in their dissertation defense at the culmination of the program; 9) Approved amending “Full Graduate Admission” in the Graduate Bulletin: "A standardized examination score such as the GRE, taken within the previous 5 years, is a required part of an application for graduate school. An exemption may be requested if the applicant has a prior master’s degree in a closely related field from a regionally accredited institution of higher education."

6. Unfinished business/issues to be addressed in 2014-2015: (Box will expand as text is entered)

Approval of an amendment to The Graduate School Catalog under “Full Graduate Admission” to state that “All applicants must have obtained “Satisfactory academic standing as an undergraduate: “B” (3.0 GPA) average or better.” Eliminate: “in the undergraduate major and in courses prerequisite to the proposed graduate study.”

Criteria for Requests for GRE exemption.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered) None.

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf

Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.

Response: None.
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/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.2

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

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

SECTION 2. Authority of the General Faculty

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

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

SECTION 3: 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.

SECTION 4. 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 III.

SECTION 5. Officers of the General Faculty

1. The officers of the General Faculty shall consist of a Chair, a Secretary, and a Parliamentarian.

2. The Chair of the General Faculty shall be the Chair of the Faculty Senate.

3. The Secretary of the General Faculty shall be elected from its own membership to serve for a two-year term. It shall be the duty of the Secretary to record and to certify the minutes of all
General Faculty meetings, and to oversee the distribution of the agenda and the minutes of all General Faculty meetings. The Secretary shall maintain an accurate set of the General Faculty Bylaws, if any.

4. The Chair shall appoint the Parliamentarian of the General Faculty to a two-year term. The Parliamentarian shall advise the Chair on the conduct of the business section of the General Faculty meetings.

SECTION 6. Meetings of the General Faculty

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.

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

1. The Chair, in consultation with the Chancellor, the Provost, the Chair-Elect of the Faculty Senate, and the Secretary 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.

SECTION 8. Voting at General Faculty Meetings

1. Only voting members of the General Faculty as defined in Article I, Section 1.2 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 matters 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.

SECTION 9. Bylaws of the General Faculty

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

ARTICLE II: THE FACULTY SENATE

SECTION 1. 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 or serve as an officer of the Faculty Senate (Chair, Chair-Elect, Secretary) during their second or later year of employment, and are eligible to begin service on the Faculty Senate, or as an officer of the Faculty Senate, beginning in the fall of their third year.

3. Nonvoting members of the Faculty Senate shall consist of the Chair-Elect, the Past-Chair, and the Parliamentarian of the Faculty Senate, the Chancellor, Provost, the immediate Past Chair of the Faculty Senate, all Vice Chancellors, the Dean of the Graduate School, Dean of Undergraduate Studies, a representative from the Deans Council appointed by the Provost, the Chair of the Staff Senate or the Chair’s designee, the Parliamentarian of the Senate, 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. The Chair of the Faculty Senate shall appoint the Parliamentarian, who serves at the pleasure of the Chair. The Parliamentarian advises the Chair on parliamentary procedures.

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

SECTION 2. 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 School of Music, Theatre and Dance,
   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 greater than or equal to one.
   c. 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.
   d. 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).

SECTION 3. 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
k) Review policies and regulations pertaining to faculty appointments, development, teaching and research;
l) Review policies and regulations pertaining to faculty salaries and benefits;
m) Review and recommend policies governing continuing education, extension services, summer school and distance learning;
n) Maintain and promote the welfare of all members of the University community;
o) Advise and counsel the administration upon any matters that the administration or the Faculty Senate may wish to present, and to act upon any matters presented by the administration when action is appropriate; and
p) Review the provisions of “The Constitution of the General Faculty” at least every five years and make recommendations to the General Faculty.
q) Determine what matters are to be delegated to other bodies established by this Constitution;
r) Seek the advice and counsel of any member of the General Faculty on any matter.

SECTION 4. Officers of the Faculty Senate

1. The officers of the Faculty Senate shall consist of a Chair, Chair-Elect, Past-Chair, and Secretary, and Parliamentarian, and may not hold an administrative position higher than department head/chair.
   a. The chair and chair-elect shall be tenured members of the General Faculty.
   b. The secretary and parliamentarian shall be members of the General Faculty.

2. The Faculty Senate shall elect the Chair, Chair-Elect, and Secretary by the following procedures:
   a. The Faculty Senate Elections Committee shall solicit nominations for Chair, Chair-Elect and Secretary.
   b. The list of nominees for the positions of Chair, Chair-Elect and Secretary, along with a paragraph describing each nominee’s qualifications and, if so desired, a copy of their curriculum vitae, shall be assembled by the Faculty Senate Elections Committee and made available to the Senate no less than one week prior to the election.
   c. The Chair, Chair-Elect, and Secretary shall be elected by the Faculty Senate by a simple majority vote from among the candidates nominated for this position from its own membership, by simple majority vote.

3. The Chair of the Faculty Senate shall appoint the Parliamentarian.

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

Chair

The Chair shall be a tenured member of the General Faculty and shall preside over the Faculty Senate, and the business portion of the General Faculty Meetings. The Chair shall represent the General Faculty at all meetings of the Board of Trustees. The Chair shall serve a two-year term.

1 A Chair is normally only elected under conditions spelled out in Article II, Section 6.
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 tenured member of the General Faculty and a non-voting member of the Faculty Senate. The term of the Chair-Elect shall be one year, alternating with the term of the Past-Chair. The Chair-Elect shall be a tenured member of the General Faculty who shall serve a one-year term alternating with the term of the Past-Chair, and The Chair-Elect shall succeed the Chair upon expiration of the Chair's term. The term of the Senator elected Chair-Elect shall automatically be extended so that the Chair-Elect may succeed to the Chair and Past-Chair of the Faculty Senate. The Faculty Senate seat vacated by the Chair-Elect upon elevation to the office of Chair shall be filled according to the normal election procedures for his or her electoral division. The Chair-Elect shall perform the duties of the Chair in the absence of the Chair.

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

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

8. **Parliamentarian**
   The parliamentarian shall be a nonvoting officer of the Faculty Senate, and shall advise the Chair on parliamentary procedures.

   Any officer of the Faculty Senate may be removed from office at a regularly scheduled Faculty Senate meeting by a three-quarters vote of a quorum of 9/10 of the voting Senators. Any officer so removed will be replaced as if they had resigned their position. A parliamentarian who is so removed will be replaced by a new appointment by the Chair.

SECTION 5. 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, unless elected as Chair-Elect, in which case his or her term shall be extended until the end of his or her term as Past-Chair.
SECTION 6. Filling Vacancies on the Faculty Senate

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

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

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

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

SECTION 7. Scheduling and Conduct of Faculty Senate Meetings

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

**SECTION 8. Faculty Senate Agenda**

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

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.

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

1. Only elected members of the Faculty Senate as defined in Article II, Section 2.1 shall be entitled to vote at Faculty Senate meetings.

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

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.

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

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

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

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

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

SECTION 11. 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, Section 11.5.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-appointment to the same committee is not possible until one year after the expiration of the second term, except as indicated in Article II, Section 11.5.b.iv (below).

      iv. Article II, Sections 11.5.b.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 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.

SECTION 12. Faculty Senate Bylaws

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

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

ARTICLE III: AMENDMENTS TO THIS CONSTITUTION

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

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

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

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

five calendar days prior to the General Faculty meeting at which the amendments are to be considered.

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

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

OF THE GENERAL FACULTY AND FACULTY SENATE

BYLAWS OF THE GENERAL FACULTY

NONE

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.

SECTION 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.

SECTION 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.

ARTICLE II: STANDING COMMITTEE STRUCTURE AND CHARGES

SECTION 1: Committees Composed Solely of Senators

Faculty Senate Elections Committee

*Charge:* The Faculty Senate Elections Committee shall receive nominations and conduct elections
to fill all elected offices and elected committee positions of the Faculty Senate. It shall make
recommendations regarding the replacement of elected officers and committee members when
vacancies occur. The Committee shall periodically adjust the apportionment factor for
conducting Faculty Senate elections, as described in Article II, Section 2.3. 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.

University Promotion and Tenure Committee

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

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

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

1. Committees Elected at Large

Committee on Due Process

Charge: The Committee on Due Process shall exercise the following duties and responsibilities: a) 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. b) 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

Faculty Grievance Committee

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

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

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.

Faculty Government Committee

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

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

2. Committees Elected by Faculty Senate Electoral Divisions

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 (excluding
the JSNN, at their request), plus one (1) Senator. Ex officio and nonvoting members: as
designated by the Provost. (The President of the Student Government and the President of
the Graduate Student Association will be invited to attend or to send a representative.)

Committee on Committees

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

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

Promotions and Tenure Guidelines Committee

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

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

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:

a) Establish criteria for the selection and review of members of the Graduate Faculty;
b) 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;
c) Review and formulate policies and regulations related to graduate education admission,
retention, and graduate requirements;
d) Hear student appeals related to Graduate School policies and regulations;
e) Call to the attention of the Graduate Faculty and the administration issues of concern
relating to graduate education;
f) Act on matters referred by the Faculty Senate, Dean of the Graduate School, Graduate
Faculty, and the Graduate Student Association on graduate education;
g) Report to the Faculty Senate on actions taken regarding graduate education policies and
programs;
h) 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; School of Music, Theatre and Dance; 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.

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, except for the JSNN
(at their request) and one (1) Senator, appointed by the Chair of the Faculty Senate. Ex
Research Grants Committee

**Charge:** The primary functions of the committee are to: (a) 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 (b) 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.

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

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

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

**Charge:** The purpose of the Faculty Professional Development 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; 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. 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. Ex officio and nonvoting: Director of the Faculty Teaching and Learning
Intercollegiate Athletics Committee

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

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

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.

Faculty Teaching and Learning Commons Committee

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

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

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

**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:

a. 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.

b. Propose short-term and long-term strategies to inform UNCG faculty about these issues.

c. Provide faculty with guidance on fair use, intellectual property rights, and management of their creative works.

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

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

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

**Student Learning Enhancement Committee**

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

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

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

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

d. to 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 (excluding the JSNN, at their request). 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.
The University of North Carolina at Greensboro
Faculty Senate

Resolution #FS-09932014-01

To Amend the Constitution of the Faculty to Allow Tenured General Faculty Members to Serve as Officers of the Faculty Senate

Submitted by the Faculty Government Committee

Bruce K. Kirchoff, Chair

WHEREAS, the Constitution of the Faculty only allows current 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).

The chair-elect and secretary will be elected by the Faculty Senate from a pool of candidates that includes anyone on the General Faculty (old: these offices had to be filled from members of the senate) who do not hold an administrative position higher than department head/chair.

The Parliamentarian will serve at the pleasure of the chair, which means that he/she can be removed by the Chair, not by a vote of the senate as is currently the case.

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 WORKLOAD GUIDELINES
THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO

(Approved by the Chancellor, April 3, 2002)
(Amended__________, 2013; Approved by the Chancellor, ____________)

Purpose

UNC Policy 400.3.1.1 [G], Guidelines on Teaching and Tenure in the University of North Carolina, states: "each institution should view teaching as a core requirement. The board states in its long-range plan that teaching or instruction is the primary responsibility of each of the UNC institutions. Thus while neither teaching nor service nor research is the sole measure of a faculty member's competence and contribution at any UNC institution, teaching should be the first consideration at all of the UNC institutions." The University of North Carolina at Greensboro (UNCG) strives for excellence in the fulfillment of its broad instructional, research, and service mission. This longstanding commitment is evident in academic programming choices, research agendas, outreach efforts, resource allocation decisions, and official statements of institutional priorities. UNCG’s Promotion, Tenure, Academic Freedom, and Due Process Regulations acknowledge and value the diversity of faculty roles and responsibilities within the University and enforce responsiveness to the variety of these contributions in the evaluation of faculty for promotions and/or tenure. The Regulations endorse diversity in evaluation models by which faculty members are assessed, rather than compelling a diverse faculty to conform to a single performance model.

As a public institution, UNCG is also held accountable by the Legislature, Board of Governors, and President for a variety of outcomes, including those related to faculty instructional productivity. UNC Policy 400.3.4, Monitoring Faculty Teaching Workloads, requires all UNC institutions to develop and implement policies and procedures to monitor faculty teaching loads and to approve significant variations from expected minimums. Policies must include the criteria and approval process for reductions in instructional load attendant to increased administrative responsibilities, externally-funded research, including course buy-outs, and additional institutional and departmental service obligations.

UNC Policy 400.3.4 also requires that annual faculty performance evaluation policies be implemented at UNCG and that they evaluate and reward all aspects of faculty workload, separately and in combination, consistent with the instructional mission. UNCG's Annual and Post-Tenure Review Policy for Faculty outlines a review process for annual evaluation of faculty performance intended to promote faculty vitality and to reward faculty by recognizing,

1 In the case of non-departmentalized academic units, the word "division" may be substituted for the word "department" throughout this document. In addition, for non-departmentalized units, the dean assumes the role of the department head. Finally, the term "department head" is used generically to identify the administrative supervisor of an academic department or division, and is therefore synonymous with "department chair."
encouraging, and rewarding faculty performance by means of merit pay increases, when funds
are available for this purpose.

Faculty workloads must therefore be developed with a balance in mind, allowing for a high
degree of research/creative expression, service, community engagement, and directed
professional activity, while also insuring that instructional needs are met. The Faculty Workload
Guidelines have consequently been established to help the University meet these internal goals
and external expectations.

Scope

Deans, department heads/chairs, and faculty members shall employ the Faculty Workload
Guidelines when faculty assignments are discussed and developed. The Guidelines should be
referenced when department heads/chairs meet annually with faculty members to complete the
Faculty Workload Assignment Form and participate in their annual review. Both documents reflect
serious concern for both equity and accountability. It may also be helpful to refer to both of these
documents at the end of the academic year when completing either the generic or unit-specific
UNCG Annual Review Report Form.

Definitions

Faculty Workload: The entirety of a faculty member’s duties for the relevant period.

Teaching Load: The portion of the faculty workload spent on direct instruction and instructional
activities.

Guidelines

Determining the workload for a specific faculty member requires consideration of a complex
variety of variables related to the department’s goals and expectations for instruction,
research/creative expression, service, community engagement, and directed professional activity.
In most cases, counting semester hours alone fails to reflect the totality of a faculty member’s
effort, and is therefore insufficient for the purposes of developing or comparing workload
assignments. Within and across departments, schools, and the College, individual workload
assignments must allow for both flexibility and maintenance of UNCG’s commitment to
instructional productivity and academic excellence. The resulting assignments, however, must
convey recognition of the Faculty Workload Guidelines stated for UNCG and adherence to the
faculty workload expectations of the UNC Board of Governors and UNC Office of the President.

Reflecting the fact that the University is funded on the basis of the number of student credit
hours generated annually, the UNC Board of Governors has stated its general expectations
regarding faculty workload practices at the campus level. For example, the Board defines its
annual standard teaching load expectation (number of 3-credit hour courses), by institutional
Carnegie classification, as follows:
• 4 courses at Research I Universities;
• 5 courses at Doctoral I Universities;
• 6 courses at Masters I Universities;
• 8 courses at Baccalaureate and Liberal Arts I & II Universities.

It is understood, however, that teaching workloads within a university will differ by department and are dependent upon the level of degree offered.

**Workload Assignments**

Department heads/chairs make assignments and adjustments to assignments, based upon:

a. An overall expectation of the department’s instructional productivity, negotiated annually with the dean;

b. Consideration of the guidelines for individual teaching assignments; and,

c. Consideration of the differential weightings of teaching, research, graduate supervision, and service activities assigned to and/or being assumed by a faculty member in a given year.

In departments that do not offer the doctoral degree, 18 semester hours for each tenured/tenure-track faculty member are generally assigned to teaching.

In departments that offer the doctoral degree, 15 semester hours are generally assigned to teaching and 3 hours to dissertation supervision. (These assignments are based upon the expectation of 24 semester hours, or their equivalent, per academic year, 6 hours of which are assigned to research/creative activity, for all tenured/tenure-track faculty.)

The standard teaching load for full-time lecturers is 24 semester hours per year (12 hours per semester). This teaching load may vary in certain cases.

Standard teaching loads for Academic Professional track faculty will vary and are determined by the unit or department, depending on their specific position descriptions.

Faculty members will receive their assigned annual workload in writing, using the *Faculty Workload Assignment Form* (which may be modified to meet department- or unit-specific needs).

A record of a faculty member’s assigned workload is to be included as part of the documentation for annual reviews, as well as for reappointment, promotion, tenure, and post-tenure reviews.

**Modifications to and Approval of Workload Assignments**

Modifications to a faculty member’s assigned hours for teaching may be made on the basis of considerations listed in the item above (“Workload Assignments”), and also in consideration of alternative assignments beyond those routinely expected of all faculty members in the
department. Alternative assignments may include academic administration, unique service commitments, or other special assignments. Such assignments will be reviewed and agreed to by the department head and dean.

Service on Department, College/School and University-wide/Faculty Senate Committees is not an alternative assignment but is expected as part of the normal responsibilities of a faculty member.

Hours assigned for teaching may increase or decrease in consideration of the type of courses taught and/or number of student credit hours generated.

Adjustments to a workload assignment may be necessary depending on course enrollments and/or program needs.

Monitoring and Reporting of Faculty Workload

The UNC Office of the President requires that each UNC institution participate in the University of Delaware’s National Study of Instructional Costs and Productivity. These data are used to compare departmental productivity among institutions within a national peer group. The Board of Governors and President expect that, in comparisons of like departments at peer institutions, UNC campuses will demonstrate acceptable levels of productivity relative to ratios for student credit-hour generation and teaching costs per faculty member. UNCG reports its study data to UNC General Administration on an annual basis and regularly evaluates its trends in instructional productivity to assure that it is able to demonstrate these acceptable levels. Please refer to UNC 400.3.4[R] Regulations Related to Monitoring Faculty Teaching Workloads for more information.

Evaluation and Reward of Teaching

UNCG’s Annual and Post-Tenure Review Policy for Faculty provides guidance on the purpose and process of annual evaluation of faculty performance intended to promote faculty vitality. Annual reviews apply to all faculty members, whether tenured, tenure-track, non-tenure-track, paid or unpaid (including lecturers, clinical faculty, academic professional faculty, or other “special faculty members,” as outlined in Section 610 of The Code of the UNC Policy Manual).

The purposes of Annual and Post-Tenure reviews, as outlined in UNC 400.3.3 and 400.3.3.1[G] are to:

- Sustain and facilitate excellence among tenured faculty by recognizing, encouraging, and rewarding faculty performance;
- Foster faculty development by evaluating all aspects of professional performance, by acknowledging progress in specific areas, and by identifying specific activities that can be undertaken if improvement is needed.

The evaluation and reward of teaching take place in the context of an overall evaluation of a faculty member’s entire professional performance.
Periodic Review of Policy

Changes to these Faculty Workload Guidelines will be submitted to the Faculty Senate for comment before being approved by the Chancellor and submitted to General Administration for approval by the President.

Related Policies and Regulations

UNCG Promotion, Tenure, Academic Freedom and Due Process Regulations

UNCG Annual and Post—Tenure Review Policy for Faculty
http://provost.uncg.edu/documents/personnel/posttenurereview.pdf

UNC Policy 400.3.3 – Performance Review of Tenured Faculty
http://www.northcarolina.edu/policy/index.php?tag=400.3.3

UNC Policy 400.3.3.1[G] – Guidelines on Performance Review of Tenured Faculty
http://www.northcarolina.edu/policy/index.php?tag=400.3.3.1%5BG%5D

UNC Policy 400.3.4 – Monitoring Faculty Teaching Workloads
http://www.northcarolina.edu/policy/index.php?tag=400.3.4

UNCG Faculty Workload Policies Page
http://provost.uncg.edu/publications/personnel/workloads.asp

Policy Administrator

Office of the Provost
The University of North Carolina at Greensboro
Faculty Senate

Resolution #FS-09032014-02

To Revise the Student Learning Outcomes for the GMT General Education Category.

Submitted by the General Education Council
Jonathan Zarecki, Chair

WHEREAS, the General Education Council is charged with ongoing review and maintenance of the General Education goals, assessment of student achievement of these goals, oversight of the General Education requirements, and the approval of requests for GEC markers and designations, and

WHEREAS, the review of UNCG’s General Education program and its courses is a continuous process that requires faculty guidance and participation, and

WHEREAS, regular recertification of General Education courses is necessary in order to ensure that GEC courses continue to meet the learning outcomes for which they were approved, and

WHEREAS, a committee of faculty who teach Mathematics (GMT) courses that was convened by the General Education Council has recommended a revision of the Mathematics (GMT) student learning outcomes in advance of the next scheduled recertification of Mathematics (GMT) courses, therefore

BE IT RESOLVED, that the student learning outcomes for General Education courses carrying the Mathematics (GMT) category designation be amended to the following:

Mathematics (GMT)
1. Reason in mathematical systems beyond data manipulation.
2. Formulate and use mathematical models to solve real-world problems.
3. Communicate mathematical solutions clearly and effectively.

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<th>Faculty Senate Action/Date:</th>
<th>Effective Date: Immediately following all required approvals. 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.</th>
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Resolution #FS09032014-03

To Clarify the Procedure for Granting Writing Intensive and Speaking Intensive Markers.

Submitted by the General Education Council
Jonathan Zarecki, Chair

WHEREAS, the General Education Council is charged with ongoing review and maintenance of the General Education goals, assessment of student achievement of these goals, oversight of the General Education requirements, and approval of requests for GEC markers and designations, and

WHEREAS, the Writing Intensive and Speaking Intensive Committees are supervised by the General Education Council, and

WHEREAS, the definition of ‘supervised’ has never been codified in writing, and

WHEREAS, there is an urgent need to clarify the working relationship between the Writing Intensive and Speaking Intensive Committees and the General Education Council,

BE IT RESOLVED, that the charge of the General Education Council be amended to the following:

The General Education Council is charged with the 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 categories and markers. The execution of these charges may include the establishment of ad hoc committees or the involvement of faculty consultants, as needed. The Writing Intensive and Speaking Intensive Committees are appointed by the Council, and are charged by the Council with the review and approval of all proposals for Writing Intensive and Speaking Intensive markers. The committees will report approved proposals to the Council and the Registrar for administrative disposition.

| Faculty Senate Action/Date: | Effective Date: Immediately following all required approvals. 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: | |
| UNC GA or BOG Action/Date: | |
To: Faculty Senate

From: Bennett Ramsey
Coordinator, Undergraduate Studies

Date: August 25, 2014

Re: Undergraduate Studies Reorganization (Status Update)

Let me preface this status update by saying that my work since the beginning of June on the reorganization of Undergraduate Studies has been done in full awareness of the exigencies of the Schools and the College with regard to instructional budgets and course staffing needs. My efforts to reorganize the UGS office have had as a central principle to reorganize in such a way that the Office does not exacerbate instructional difficulties within the units and does offer, to the extent possible, some potential avenues of partial relief from those difficulties.

As this is a status update I will be brief in my explanations. In the wake of the disaggregation of the Office of Undergraduate Studies in the May-June, 2014, the following programs, committees, and organizations remained or were placed in the Office:

Faculty Teaching and Learning Commons
Undergraduate Research, Scholarship, and Creativity
Ashby Residential College
Grogan Residential College
Strong Residential College
Multi-literacy Centers (Speaking, Writing, Digital Media)
General Education Council
University Undergraduate Curriculum Committee
First Year Summer Read
Communication Across the Curriculum
Title III Department of Education Grant
Learning Technologies (including classroom technology and scanning services)

With some exceptions, the offices and programs that remained in UGS pertain to faculty development in teaching, research, and creative endeavor, including faculty mentoring and training, high impact teaching practices and programs, research in teaching, and course and curriculum redesign. The majority of these programs, and in part because they function across the University's academic units, promotes interdisciplinary teaching and integrative learning. Collectively, they build institutional capacity.

Over the course of the summer I moved (where it was logical and productive) and reduced or eliminated funding for (beyond assigned cuts of @16%, and where it
was logical and/or necessary) programs and related staff positions that were peripheral to faculty development and high impact educational practices. The Learning Technology budget and staff is in the process of being moved to Information Technology Services. Funding for Communication Across the Curriculum has been eliminated given the University's protracted and, to this point unfinished debate about a CAC program. Administration of the Title III Department of Education Grant has been moved to the Office of Research and Economic Development, although Undergraduate Studies will continue to have oversight of the faculty development initiatives that are part of the work of the grant.

In addition to moving and/or de-funding programs, over $250,000 in unused state funds from the 2013-14 budget were transferred to units which were in need of additional funding and which were able to reclassify. Concomitantly, the number and level of staff in the Office have been significantly reduced. I have dropped the Dean's position, the position of Associate Dean, and the position of Assistant Dean. The CAC Director's position has been eliminated and, in the FTLC, the positions of Co-Directors (2) and the Business Director. The Business Officer in Undergraduate Studies was moved in late July to Enrollment Services. All of these changes and reductions are, again, exclusive of cuts assigned to the currently constituted UGS programs.

The reconstructive task that I have begun in Undergraduate Studies is, very simply put, to develop the residential college programs into a single, coordinated, curricular-based program and to bring to bear the faculty development programs of URSCO, the FTLC, and the Multi-literacy Centers on the residential colleges so that these can function as lab schools and experimental colleges for faculty. Said more specifically, each of the residential colleges is being redesigned to have a competency-focused core of courses (based on the current model in Ashby): Ashby will remain a freshman-sophomore college focused on multi-literacy; Grogan will remain a freshman college focused on "the professions;" Strong will be a sophomore program focused on undergraduate research. In addition to the specific core courses, a curriculum of General Education "RCO" courses will be developed. As (again) in Ashby currently, the FTE's generated by all of these courses will go to the teaching faculty's home department.

In addition to serving the need for faculty-focused training and giving departments a pool of students with specific competencies to teach in their General Education courses, the residential colleges will function for purposes of Enrollment Management as portals through which students who want a residential college experience can be recruited to the University. As many faculty who have taught in the residential colleges know from experience, students interested in these programs tend to have high retention, persistence, and graduation rates. More than a few departments have, historically, placed faculty in residential college courses in order to draw students into their majors.
Let me close this update with a broad outline of the time frame needed to bring to functional fruition the initiatives that I have outlined. During the Fall and Spring semesters (2014-15), the development of foci and core courses for the residential colleges, the reconstruction of the colleges so that they function in an integrated way and in a way coordinated with the initiatives in Enrollment Management, and the development (in consultation with unit Deans and Department Heads wherever that is desired on the part of the Deans) of General Education RCO courses will be undertaken. In turn, URSCO, the Multi-literacy Centers, and the FTLC will develop and test faculty training programs that can be run through the RCs. Full implementation of this integrated model will begin in the 2015-16 academic year.