



THE UNIVERSITY OF NORTH CAROLINA  
**GREENSBORO**

*Faculty Senate*

122 Mossman Administration Building  
P.O. Box 26170, Greensboro, NC 27402-6170  
336.334.5345 Phone      336.334.3009 Fax

April 18, 2013

Dear Faculty Members:

The Spring 2013 General Faculty meeting will take place on Wednesday, April 24, 2013, from 3:00 to 5:00 pm in the Virginia Dare Room of the Alumni House.

The business section of this meeting will include consideration of and voting upon revisions to UNCG's Faculty Constitution. These revisions will extend to non-tenure-track faculty eligibility to serve as faculty senators, state requirements for the Faculty Senate's (University) Promotion and Tenure Committee, and lengthen, from one year to two years, the terms of the Chair and Secretary of the Faculty Senate, starting in the fall 2015 semester.

Given the significance of these changes, it is essential that all faculty make an effort to attend and vote.

The attached agenda provides details for the meeting. Please make time for yourself and participate.

Sincerely,

John Lepri



**General Faculty Meeting Agenda**  
**Location: Virginia Dare Room**

**Wednesday, April 24, 2013**  
**3:00 – 5:00 PM**

<b>TIME</b>	<b>ITEM</b>	<b>ACTION</b>	<b>ENCL</b>
3:00	Call to order and opening remarks <i>Chancellor Linda Brady</i> Acknowledgement of Deceased Faculty	No	A
3:10	Business Session <i>John Lepri, Chair of the Faculty Senate</i> Review of Agenda Approval of September 19, 2012 General Faculty Minutes	No Yes	B
3:15	<i>Resolution #GF-04242013-01: To Revise the Constitution of the Faculty</i> <i>Faculty Government Committee, Bruce Kirchoff, Chair</i>	Yes	C
4:00	<i>Resolution #GF-04242013-02: To Endorse The UNCG Sustainability Council Operating Papers</i> <i>UNCG Sustainability Council, Aaron S. Allen, Academic Sustainability Coordinator</i>	Yes	D
4:10	<i>Report/Presentation: Quality Enhancement Plan (QEP) Update</i> <i>QEP Steering Committee, Vidya Gargeya &amp; John Sopper, Co-Directors</i>	No	
4:20	<i>Report/Presentation: SACS Reaffirmation Update</i> <i>Office of Assessment &amp; Accreditation, Jodi Pettazzoni, Director of Assessment &amp; Accreditation, SACS Liaison</i>	No	
5:00	Adjournment	Yes	

**Announcements**

- **Refreshments** will be available in the Byrd Parlor, just outside of the Virginia Dare Room, starting at 2:30 p.m. Stop by before the meeting, if you are able, to socialize a bit with your colleagues.
- Please note that the dates of the Chancellor's State of the University Address, Faculty Senate and General Faculty meetings, and Faculty Senate Forums, appear on the handout enclosed with your agenda packet.

## IN MEMORIAM

### **A List of Deceased Faculty**

*Report Period: April 2012 - April 2013*

**Dr. Lin Buettner** (April 26, 2012)

Professor, Department of Community and Therapeutic Recreation

**Dr. Richard Nelson Current** (October 26, 2012)

University Distinguished Professor of History (Retired)

**Dr. Charles J. Woelfel** (December 20, 2012)

Professor Emeritus, Department of Accounting

**Dr. Edward McCrady** (January 24, 2013)

Professor of Biology (Retired)

**Mrs. Doris Armenaki** (February 5, 2013)

Faculty Member, School of Nursing (Retired)

Past Coordinator, Outreach RN-BSN Program

**Dr. Mary C. Miller** (February 28, 2013)

Former Faculty member and Department Chair

Department of Housing and Interior Design,  
currently the Department of Interior Architecture

**Minutes of the General Faculty Meeting, September 19, 2012**

**3:00-5:00 pm, Virginia Dare Room of the Alumni House**

**Chancellor Linda Brady, Convener**

**& John Lepri, Chair**

*Pending approval at the April 24, 2013 General Faculty Meeting*

<b>Agenda Item &amp; Presenter</b>	<b>Discussion/Motion</b>	<b>Outcome of Vote</b>
<p>Call to Order and Opening Remarks: <i>Chancellor Linda Brady</i></p>	<p>Chancellor Brady called the meeting to order at 3:04 pm.</p> <p><b>Remarks</b> The Chancellor's opening remarks centered on "why we are here," i.e., what is the state of the student experience at UNCG and how can it be improved? She spoke of the following concerns in regard to incoming students:</p> <ul style="list-style-type: none"> <li>• Lack of preparation and focus <ul style="list-style-type: none"> <li>○ motivation for college level work, weak</li> <li>○ students are not well-prepared academically</li> </ul> </li> <li>• Students come without clear academic goals, undecided and then drift</li> <li>• Students have difficulty connecting classroom experience with life goals</li> <li>• More than 70% work full-time or part-time to support the cost of attending school</li> </ul> <p>We need to focus on what students expect and need:</p> <ul style="list-style-type: none"> <li>• Clear plan for success -- direct guidance advice, beyond a list of courses to take, with a holistic approach</li> <li>• Skills, abilities, perspectives and sensibilities for life-long learning</li> <li>• Involvement with learning communities</li> <li>• Critical thinking skills</li> <li>• Knowledge of other cultures</li> <li>• Understanding of their discipline, their field of study, and the challenges that go along with that field of study; how the major translates into their futures</li> <li>• Opportunities for engagement with others <ul style="list-style-type: none"> <li>○ Team work skills and development</li> <li>○ Making a difference; giving back; having an impact on the world; volunteer hours; service learning as a priority</li> </ul> </li> <li>• Their education will lead to personal development</li> </ul> <p>We all need to see ourselves as part of the undergraduate experience, especially faculty: more interaction leads to more student success</p> <p>What does a UNCG graduate look like? What do we expect? Experience and engagement characterize UNCG, e.g., DSBA (<i>Do Something Bigger Altogether</i>)</p> <p>What are the components of a holistic experience at UNCG:</p>	

	<ul style="list-style-type: none"> <li>• Living-learning communities</li> <li>• Community engagement</li> <li>• Global experience</li> <li>• Reflection: values/priorities; what does it mean to be a Liberal Arts University</li> </ul> <p>There is a shift afloat to move from enrollment-based funding to performance-based funding. We need to focus on quality, diversity, access, and commitment; we need to view success beyond retention and graduation rates. The University will engage around the question in the coming year through a Quality Enhancement Plan as it relates to our SACS accreditation.</p> <p>The Chancellor called for questions. There were none.</p>	
<p>Review Agenda, Approve Minutes: <i>John Lepri, Senate Chair</i></p>	<p>The Chair reviewed the meeting's agenda and then called for approval of the minutes of the April 25, 2012 General Faculty meeting.</p> <p>Motion to approve the minutes: Josh Hoffman Second to the motion: Harper Roehm Vote: Unanimous Approval</p>	<p><b>Minutes of April 25, 2012 Approved by Unanimous Vote</b></p>
<p>Faculty Convocation: <i>Provost David Perrin</i></p>	<p>The Chair introduced the Provost, who moved the meeting to the Faculty Convocation portion and outlined the agenda that had been prepared as follows (salient points appear as sub-bullets) and presented as a slide show (the slide show presentation can be accessed on the Provost's website: <a href="http://provost.uncg.edu/deans/Convocation_Remarks/aaFaculty%20Convocation%20and%20General%20Faculty%20Meeting%202012.pdf">http://provost.uncg.edu/deans/Convocation_Remarks/aaFaculty%20Convocation%20and%20General%20Faculty%20Meeting%202012.pdf</a></p> <ul style="list-style-type: none"> <li>• Fall 2012 Enrollment <ul style="list-style-type: none"> <li>○ Decrease in graduate enrollment</li> <li>○ Focus being placed on graduate student enrollment</li> <li>○ Focus being placed on increase in enrollment</li> </ul> </li> <li>• Budget Considerations for 2012-13 and Next Biennium <ul style="list-style-type: none"> <li>○ January starts the next budget bi-ennium</li> </ul> </li> <li>• Performance-Based Metrics <ul style="list-style-type: none"> <li>○ Undergraduate degree efficient tracks <u>all</u> students, including transfers</li> <li>○ Undergrad hours needed to obtain a degree: 134-138</li> </ul> </li> <li>• Learning Community Initiative</li> <li>• Academic Program Review</li> <li>• Research, Creative Activity, Economic Development, and Community Engagement</li> <li>• The UNCG Plan 2009-2014</li> <li>• Transformation of the Division of Continual Learning <ul style="list-style-type: none"> <li>○ Jim Eddy named interim dean of DCL</li> </ul> </li> <li>• Task Force on Non-Tenure Track Faculty <ul style="list-style-type: none"> <li>○ 50% of faculty are non-tenure track</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• ACE Internationalization Laboratory</li> <li>• SACS Reaffirmation Process and Quality Enhancement Plan</li> </ul> <p>The Provost's presentation also included Special Recognition for UNCG, i.e., Washington Monthly's 2012 National Universities Rankings: UNCG ranked 89<sup>th</sup> among ALL universities; ranked 8<sup>th</sup> national for social mobility</p> <p>The Provost responded to questions that were asked by faculty.</p>	
<p>Adjournment: <i>John Lepri,</i> <i>Senate Chair</i></p>	<p>In closing out the meeting, Senate Chair John Lepri spoke to the primary role and goal of the Faculty Senate and asked faculty to be in touch with their respective senators. He then called for adjournment of the meeting:</p> <p>Motion to adjourn: Patti Sink Second to the motion: Jim Carmichael</p>	<p><b>Motion to adjourn approved by majority vote</b></p>

Respectfully submitted,

Randolph Rasch  
Secretary to the General Faculty  
2011-13

**The University of North Carolina at Greensboro  
Faculty Senate**

*Resolution #GS-04242013-01*

**To Revise the Constitution of the Faculty**

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

**WHEREAS**, the Faculty Senate, as the legislative arm of the General Faculty, periodically reviews and revises *The Constitution of the Faculty*, and

**WHEREAS**, it has been more than five years since the last comprehensive review of *The Constitution*, and

**WHEREAS**, the Faculty Government Committee, on behalf of the Faculty Senate, has completed a comprehensive review and revision of *The Constitution*, and

**WHEREAS**, the Faculty Senate has approved the revision set forth and hereby forwards the revised *Constitution* to the General Faculty for its approval, therefore

**BE IT RESOLVED** that the *Constitution of the Faculty* be retitled *The Constitution of the General Faculty*, and be revised as indicated in the attached documents, with changes to the *Bylaws of the Constitution of the Faculty* also as indicated, and

**BE IT FURTHER RESOLVED** that this action shall not be construed as compromising the institution of tenure or endorsing the replacement of tenure track faculty with non-tenure track faculty.

Faculty Senate Action/Date: <b><i>Approved 04/03/2013</i></b>	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: Pending Receipt	
General Faculty Action/Date: Pending Approval 04/24/2013	
Board of Trustees Action/Date: N/A	
UNC GA or BOG Action/Date: N/A	

## **Notes on Revision of the Constitution and Bylaws Faculty Government Committee**

Bruce Kirchoff (Chair), Susan Collins, Laurie Kennedy-Malone, Mark Schumacher, Stuart Marcovitch (Senate Liaison)

**April 4, 2013**

The attached revision of the Constitution and Bylaws has been reviewed and approved by the Faculty Government Committee, and passed by the Faculty Senate at its April 3 meeting. In revising the Constitution the Faculty Government Committee made every attempt to preserve all of its current provisions, and all provisions that were passed by the Senate as bylaws since the Constitution was adopted. In doing this the Constitution and Bylaws have been significantly reorganized in ways that are explained here.

The Constitution is the document that defines the way in which the faculty's right to advise the Chancellor is instantiated at UNCG. As explained in Article I, Section 2, the authority of the General Faculty derives from *The Code of the Board of Governors of The University of North Carolina, Section 502.D(2)*, which gives the General 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 with establishing "appropriate procedures within the institution to provide members of the faculty the means to give advice with respect to questions of academic policy and institutional governance, with particular emphasis upon matters of curriculum, degree requirements, instructional standards, and grading criteria." The Constitution is the document that defines how these duties are fulfilled and this authority is exercised on the UNCG campus.

The Constitution defines two major bodies of the faculty: the General Faculty (Article I); and the Faculty Senate (Article II), the legislative arm of the General Faculty. The powers and duties of these bodies are unchanged from those described in the current Constitution, but the order of presentation is considerably different.

One main difference in organization concerns the disposition of the committees. Neither the committees nor their charges have been modified, other than by incorporating the modifications that were part of the old Bylaws, those changes to committee structure approved by the Senate at its March 2013 meeting, and by the insertions of two minor clarifications to the charge of the Graduate Studies Committee, made at their request. However, the placement of the committee descriptions within the Constitution is different in the new version. In the current Constitution some committees are described in the Constitution itself, while others are not. The committees described in the current Constitution are those composed solely of Senators: the *Senate Elections Committee*, and the *University Promotion and Tenure Committee* (the *Senate Bylaws Committee* and the *Senate Educational Standards Committee* were composed of only of Senators, but were discontinued or merged with other committees by the Senate at its March 2013 meeting). Because these committees are part of the current Constitution they can only be modified by a two thirds vote of a quorum of 45 voting members of the General Faculty. All of the other committees can be modified by a majority vote of the Senate. In the new Constitution, descriptions of all of the committees have been placed in the Bylaws of the Faculty Senate. In the future, the Senate will be able to modify all of the committee charges by a majority vote. This seems appropriate because these committees serve, and report to the Faculty Senate.

One committee requires special mention. The *University Promotion and Tenure Committee* reviews promotion and tenure dossiers according to the policies established in the *Promotion, Tenure, Academic Freedom, and Due Process Regulations (The Regulations)*. During the recent revision of *The Regulations* the provisions of the Constitution relating to this committee were incorporated into the revised *Regulations*, and have been removed from the new Constitution.

One major difference between the current Constitution and the revised version is that the new Constitution allows full-time, non-tenure track members of the General Faculty to serve on the Senate. The change is highlighted in Article II, Section 1.2. It restricts non-tenure track faculty members (NTTF) to those who are full-time, voting members of the General Faculty (see Article I, Section 1.2). As part of this change there is a new provision, inserted by the Senate at their April 3 meeting, which assures that no more than 50% of the Senate will ever be composed of NTTF members (Article II, Section 2.3d).

Because the *University Promotion and Tenure Committee* (UPTC ) consists solely of tenured member of the senate, the addition of NTTF to the Senate raised the question of the composition of the UPTC should there be insufficient tenured senators to populate it. This possibility has been addressed by adding the following provision to the description of the UPTC: “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.”

Although changes to the Constitution have been kept to a minimum, several changes were necessary or were requested by the Senate leadership, and are either highlighted or marked with Track Changes in the attached revision. The more major changes are highlighted. More minor changes, including editorial changes, are marked with track changes. Changes due to the actions of the Senate to remove or combine committees (March 2013 Senate meeting) are marked with Track Changes.

A note on Bylaws: The current Constitution allows both the General Faculty and the Faculty Senate to establish Bylaws. However, there are no current Bylaws of the General Faculty. This has been made explicit by creating a separate section of the Bylaws for the General Faculty and listing “NONE” as its content. As mentioned previously, all of the current Senate Bylaws have been incorporated at their appropriate places in the Constitution, or in the committee descriptions. The new Senate Bylaws consists solely of provisions related to the functioning of the Senate committees, and to the charges of these committees.

Additional changes to the Constitution include the extension of the term of the chair and the secretary of the Senate to two years with the concomitant ability of the Senate to remove sitting officers (Article II, Section 4.9); the ability of the Chair to schedule additional meetings during a month (Article II, Section 7.2); the ability for Senate votes to be conducted with an audience response system (Article II, Section 9.2); and the requirement that any *ad-hoc* committees established by the Senate be for fixed terms (Article 2, Section 11).

The Faculty Government Committee and the Senate believes that the new Constitution will serve the faculty well, and urges its passage by the General Faculty.

The current Constitution and Bylaws can be found at this link:

[http://facsen.uncg.edu/Content/Constitution\\_of\\_the\\_Faculty\\_and\\_Bylaws.pdf](http://facsen.uncg.edu/Content/Constitution_of_the_Faculty_and_Bylaws.pdf)

Bruce Kirchoff, Chair of the Faculty Government Committee, would be happy to answer questions about the new Constitution and Bylaws either before, or at the April 24 General Faculty meeting ([kirchoff@uncg.edu](mailto:kirchoff@uncg.edu); 334-4953).

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

*(Approved by the Faculty Council,<sup>1</sup> Spring Semester 1991)*

*(Revised by the General Faculty on the following dates:  
3/2/94, 10/14/96, 1/21/98,  
3/10/99, 3/8/00, 3/14/01, 4/2/03, 4/25/12)*

## PREAMBLE

The faculty of The University of North Carolina at Greensboro acknowledges the principle of ~~faculty self-shared-governance~~ and recognizes the responsibility of the faculty in ~~the internal affairs of the institution~~ advising the Chancellor with respect to questions of academic policy, institutional governance, and any other matters pertaining to the institution that are of interest and concern to the faculty (*The Code of the Board of Governors of University of North Carolina, Section 502 D(2)*).

This Constitution establishes procedures whereby this responsibility shall be discharged, and defines the functions of the following governing bodies: the General Faculty, the Faculty Senate, and committees of the Faculty Senate.

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

## ARTICLE I: THE GENERAL FACULTY

### SECTION 1. Composition of the General Faculty

1. The General Faculty of the University of North Carolina at Greensboro consists of voting and nonvoting members.
2. Voting members of the General Faculty are tenured and tenure-track faculty, faculty on leave, all full-time lecturers, full-time clinical faculty, full-time academic professional faculty, full-time research faculty, the President of the University of North Carolina, the Chancellor, the Provost, all Vice Chancellors and such other officials having responsibility for making and administering educational, research and student welfare policies as shall be approved by the General Faculty.<sup>2</sup>
3. The nonvoting members of the General Faculty consist of faculty emeriti, visiting faculty, writers-in-residence, artists-in-residence, part-time faculty, adjunct faculty, and such other

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

<sup>2</sup> The Chancellor, Provost, or any Vice Chancellor may propose that positions on their staff be approved for General Faculty membership as "such other officials having responsibility for making and administering educational, research, and student welfare policies." The Faculty Government Committee shall study the proposal and recommend action to the Senate.

39 officials having responsibility for making and administering educational, research and student  
40 welfare policies as shall be approved by the General Faculty.<sup>2</sup>

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

43

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

45

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

#### 55 **SECTION 3: Legislative Powers of the General Faculty**

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

#### 58 **SECTION 4. Functions of the General Faculty**

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

71

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

73

- 74 1. The officers of the General Faculty shall consist of a Chair, a Secretary, and a Parliamentarian.
- 75
- 76 2. The Chair of the General Faculty shall be the Chair of the Faculty Senate.
- 77
- 78 3. The Secretary of the General Faculty shall be elected from its own membership to serve for a  
79 two-year term. It shall be the duty of the Secretary to record and to certify the minutes of all  
80 General Faculty meetings, and to oversee the distribution of the agenda and the minutes of all

81 General Faculty meetings. The Secretary shall maintain an accurate set of the General Faculty  
82 Bylaws, if any.

83

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

## 87 **SECTION 6. Meetings of the General Faculty**

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

92

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

96

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

99

100 4. The latest edition of *Robert's Rules of Order* shall be followed in the conduct of the business of the  
101 General Faculty.

102

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

105

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

108

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

111

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

113

114 1. The Chair, in consultation with the Chancellor, the Provost, the Chair-Elect of the Faculty  
115 Senate, and the Secretary of the General Faculty shall organize the agenda for each meeting.

116

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

121

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

125

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

130  
 131 5. The Secretary of the General Faculty shall post the agenda for each meeting of the Faculty  
 132 Senate website, notify the voting members of the General Faculty via email that the agenda has  
 133 been posted, and circulate an electronic copy of the agenda to Senators, Department  
 134 Heads/Chairs, and Deans, at least five working days prior to the meeting. ~~The Department~~  
 135 ~~Heads/Chairs shall make the agenda available to the members of their Departments.~~

## 136 SECTION 8. Voting at General Faculty Meetings

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

139 2. Quorums

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

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

145 3. A simple majority ~~of members present and voting~~ is sufficient to decide all matter that come  
 146 before the General Faculty, except that a two-thirds majority is required for modifying or  
 147 rescinding Faculty Senate action, and for amending this Constitution.

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

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

## 158 SECTION 9. Bylaws of the General Faculty

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

162  
 163 2. The General Faculty Bylaws may be amended by a majority vote of General Faculty members

164 present and voting.

165

## 166 **ARTICLE II: THE FACULTY SENATE**

### 167 **SECTION 1. Composition of the Faculty Senate**

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

169

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

174

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

181

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

184

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

186

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

191

192 2. The electoral divisions are:

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

201

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

204 a. An apportionment factor shall be computed by dividing the total number of voting members  
205 of the General Faculty into the number 36.

206 b. The number of Senators from each electoral division shall be computed by multiplying the  
207 number of voting members of the General Faculty in that division by the apportionment  
208 factor, and rounding the product to the nearest integer greater than or equal to one.

- 209 | c. The total number of voting members of the General Faculty used in these calculations shall  
 210 | be the number of voting General Faculty employed by the University at the beginning of the  
 211 | fall semester.
- 212 | e.d. The percent of tenured or tenure track faculty elected from the electoral divisions shall be a  
 213 | minimum of 50%.
- 214 |
- 215 | 4. Approximately one-third of the Faculty Senate shall be elected each year.
- 216 |
- 217 | 5. The normal term of elected service shall be three years beginning July 1 and end on June 30,  
 218 | although the terms of some seats may be reduced at the time of election if this is necessary to  
 219 | assure that approximately one-third of the Faculty Senate is elected each year. When deciding  
 220 | which seats should be given shorter terms, the general principle that seats from electoral  
 221 | divisions with more Senators should be given shorter terms should be followed, provided that  
 222 | each division retains a mix of terms in its seats (1, 2, and 3 years).
- 223 |
- 224 | 6. Each electoral division shall establish written procedures for electing its Senators, conducting the  
 225 | elections and announcing the results.
- 226 |
- 227 | 7. All voting members of the General Faculty are eligible to vote for Senators in their electoral  
 228 | division.
- 229 |
- 230 | 8. The Faculty Senate may decide at any time, by simple majority vote, to adjust the number used  
 231 | to determine the appointment factor (currently 36).

### 232 | **SECTION 3. Duties of the Faculty Senate**

- 233 | 1. The Faculty Senate shall:
- 234 |
- 235 | a) Promote high educational standards at the University;
- 236 | b) Establish, review, evaluate and restructure the committees of the ~~General Faculty Senate~~;
- 237 | c) Act on reports and recommendations from the committees of the ~~General Faculty Senate~~;
- 238 | d) Approve the academic calendar for the University;
- 239 | e) Approve the minimum general University degree requirements;
- 240 | f) Recommend the establishment or discontinuation of degrees;
- 241 | g) Approve policies and regulations governing the conditions under which the instruction of  
 242 | students takes place;
- 243 | h) Approve the academic honor policy;
- 244 | i) Advise members of the administration regarding standards of admission to the University;
- 245 | j) Recommend to the General Faculty for approval promotion and tenure policies and  
 246 | regulations;
- 247 | k) Review policies and regulations pertaining to faculty appointments, development, teaching  
 248 | and research;
- 249 | l) Make recommendations to the administration regarding faculty salaries and benefits;
- 250 | m) Review and recommend policies governing continuing education, extension services,  
 251 | summer school and distance learning;
- 252 | n) Maintain and promote the welfare of all members of the University community;
- 253 | o) Advise and counsel the administration upon any matters that the administration or the

- 254 Faculty Senate may wish to present, and to act upon any matters presented by the  
 255 administration when action is appropriate; and
- 256 | p) Review the provisions of “The Constitution of the General Faculty” at least every five years  
 257 | and make recommendations to the General Faculty ~~and the Chancellor~~.
- 258 q) Determine what matters are to be delegated to other bodies established by this Constitution;
- 259 r) Seek the advice and counsel of any member of the General Faculty on any matter.

#### 260 SECTION 4. Officers of the Faculty Senate

- 261 1. The officers of the Faculty Senate shall consist of a Chair, Chair-Elect, Past-Chair, Secretary, and  
 262 Parliamentarian.
- 263
- 264 2. The Faculty Senate shall elect the Chair, Chair-Elect, and Secretary from its own membership,  
 265 by simple majority vote.
- 266
- 267 3. The Chair of the Faculty Senate shall appoint the Parliamentarian.
- 268
- 269 4. **Chair**  
 270 The Chair shall be a tenured member of the General Faculty and shall preside over the Faculty  
 271 Senate, and the business portion of the General Faculty Meetings. The Chair shall represent the  
 272 General Faculty at all meetings of the Board of Trustees. **The Chair shall serve a two-year term.**  
 273
- 274 5. **Chair-Elect**  
 275 The Chair-Elect shall be a tenured member of the General Faculty who shall **serve a one-year**  
 276 **term alternating with the term of the Past-Chair, and shall** succeed the Chair upon expiration of  
 277 the Chair's term. The term of the Senator elected Chair-Elect shall automatically be extended so  
 278 that the Chair-Elect may succeed to the Chair and Past-Chair of the Faculty Senate. The Faculty  
 279 Senate seat vacated by the Chair-Elect upon elevation to the office of Chair shall be filled  
 280 | according to the normal election procedures for his or her electoral division. The Chair-Elect  
 281 shall perform the duties of the Chair in the absence of the Chair.
- 282
- 283 6. **Past-Chair**  
 284 | The Past-Chair shall be a non-voting member of the Faculty Senate, and shall advise the Chair  
 285 | on matters related to Faculty Senate business. The term of the Past-Chair shall be one year,  
 286 **alternating with the term of the Chair-Elect.**
- 287
- 288 7. **Secretary**  
 289 The Faculty Senate shall elect a Secretary from its membership for **a two-year term, staggered**  
 290 **with the term of the Chair**. The Secretary may be re-elected. The Secretary shall record and  
 291 oversee the distribution of the minutes of the Faculty Senate. The Secretary shall maintain an  
 292 accurate set of Faculty Senate Bylaws.
- 293
- 294 8. **Parliamentarian**  
 295 The parliamentarian shall be a nonvoting officer of the Faculty Senate, and shall advise the Chair  
 296 on parliamentary procedures.
- 297
- 298 9. **Any officer of the Faculty Senate may be removed from office at a regularly scheduled Faculty**

299 Senate meeting by a three-quarters vote of a quorum of 9/10 of the voting Senators. Any officer  
 300 so removed will be replaced as if they had resigned their position. A parliamentarian who is so  
 301 removed will be replaced by a new appointment by the Chair.

## 302 SECTION 5. Terms of Senators

- 303 1. Senators may not serve more than two consecutive terms.
- 304
- 305 2. A member of the Faculty Senate who has served two consecutive terms shall be ineligible for re-  
 306 election until one year following the last term of office shall have elapsed, unless elected as  
 307 Chair-Elect, in which case his or her term shall be extended until the end of his or her term as  
 308 Past-Chair.

## 309 SECTION 6. Filling Vacancies on the Faculty Senate

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

## 335 SECTION 7. Scheduling and Conduct of Faculty Senate Meetings

- 336 1. The Faculty Senate shall schedule a regular monthly meeting. However, if no agenda items are  
 337 submitted, then the Chair of the Faculty Senate may cancel the meeting.
- 338
- 339 2. The Chair of the Faculty Senate may, at his or her discretion, schedule additional Faculty Senate

340 meetings during any month. If any senator objects to the extra meeting(s) then the Faculty  
 341 Senate shall vote on the matter, with a simple majority vote.

- 342
- 343 3. All members of the General Faculty shall have the right to attend and speak at Faculty Senate  
 344 meetings.
- 345
- 346 4. Gallery privileges shall be extended to all other members of the University community, and the  
 347 Chair of the Faculty Senate may grant speaking privileges to members of the gallery.
- 348
- 349 5. The Faculty Senate may go into executive session at any meeting, by a majority vote of Senators  
 350 present and voting. An executive session shall consist of all members of the voting General  
 351 Faculty present at the meeting.
- 352
- 353 6. In all cases not covered by this Constitution or by the Bylaws adopted by the Faculty Senate, the  
 354 procedure in the latest edition of *Robert's Rules of Order* shall be followed.

### 355 SECTION 8. Faculty Senate Agenda

- 356 1. The Chair of the Faculty Senate shall prepare the agenda in consultation with the Chancellor, the  
 357 Provost, the Chair-Elect and the Secretary of the Faculty Senate.
- 358
- 359 2. Any member of the Senate may request that an item be placed on the agenda by submitting a  
 360 written request to the Secretary of the Senate at least ten working days in advance of the  
 361 meeting.
- 362
- 363 3. The agenda for all Senate meetings shall be circulated to the Senators, the Deans, ~~and the~~  
 364 ~~University Librarian,~~ and posted on the University website, at least five working days in advance  
 365 of the meeting.
- 366
- 367 4. The agenda shall be followed unless ~~set aside~~ modified by consent of ~~two-thirds~~ a majority of the  
 368 Senators present and voting.

### 369 SECTION 9. Voting at Faculty Senate Meetings

- 370 1. Only elected members of the Faculty Senate as defined in Article II, Section 2.1 shall be entitled  
 371 to vote at Faculty Senate meetings.
- 372
- 373 2. Unless otherwise specifically provided ~~in the Constitution or Senate Bylaws,~~ all votes of the  
 374 Faculty Senate shall be decided by majority vote. Voting shall ordinarily be *viva voce*, but a  
 375 standing vote or secret ballot may be called for by the Chair, or by any member of the Faculty  
 376 Senate. At the discretion of the Chair, votes may be conducted through the use of an Audience  
 377 Response System (clickers).
- 378
- 379 3. At times when a face-to-face meeting of the Faculty Senate cannot occur, it may be useful or  
 380 necessary to conduct business and vote on motions electronically. In such situations, voting will  
 381 be conducted through secure means. The electronic voting will be preceded and accompanied by  
 382 an electronic discussion. Electronic discussions will be held according to Robert's Rules, if

383 possible, but otherwise will be held as a Committee of the Whole. Electronic voting and  
 384 discussion will remain open for specified periods with a minimum duration of 48 hours for  
 385 discussion and 48 hours for voting, unless the Chair of the Faculty Senate determines that a  
 386 shorter period is necessary and announces it prior to th vote. Electronic voting and discussion  
 387 will be conducted in accordance with the provisions of the Open Meetings Act.

## 388 SECTION 10. Minutes of Faculty Senate Meetings

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

## 401 SECTION 11. Committees of the Faculty Senate

- 402 1. The Faculty Senate shall establish standing and ad-hoc committees as it deems necessary or  
 403 useful for the effective and expeditious conduct of its business.
- 404 2. Ad-Hoc committees may be appointed by the Chair of the Faculty Senate, or established by a  
 405 majority vote of the Faculty Senate, for a fixed term. When a committee is appointed by the  
 406 Chair, the Faculty Senate shall be formally notified of such action at its next meeting.  
 407  
 408
- 409 3. Standing committees may be established only by a majority vote of the Faculty Senate.  
 410
- 411 4. Types of committees
  - 412 a. Committees composed solely of members of the Faculty Senate, whether elected or  
 413 appointed. Ex-officio members may also be appointed by the Faculty Senate as  
 414 appropriate.
  - 415 b. Committees composed solely of voting members of the General Faculty, whether elected  
 416 or appointed, with the addition of one Senator appointed by the Chair of the Faculty  
 417 Senate to serve as a Faculty Senate liaison. Ex-officio members may also be appointed by  
 418 the Faculty Senate as appropriate.
- 419 5. Restrictions on committee service
  - 420 a. Senators may not serve on more than one elected committee.
  - 421 b. No member of the General Faculty may
    - 422 i. hold more than one elective office, including election to the Faculty Senate or to  
 423 membership on a committee, except as indicated in Article II, Section 11.5.b.iv  
 424 (below),  
 425

- 426           ii. serve as an appointed member on more than two committees at a time, except  
427           for reasons of special competence,  
428           iii. serve more than two consecutive terms on one committee. Re-election or re-  
429           appointed to the same committee is not possible until one year after the  
430           expiration of their current term, except as indicated in Article II, Section 11.5.b.iv  
431           (below).  
432           iv. Article II, Sections 11.5b.ii & 11.5.iii (above) do not apply to membership on a  
433           committee held by virtue of being chair of a committee within an electoral  
434           division.
- 435           c. All committee assignments begin on July 1 and end on June 30 of year in which the term  
436           ends. Election and appointments to all committees shall be made no later than the last  
437           regular meeting of the Faculty Senate in the spring semester.  
438
- 439 6. Consistent with the powers and duties enumerated in their charges, all boards and committees  
440 shall report to the Faculty Senate for action, and shall submit annual reports to the Faculty  
441 Senate.  
442
- 443 7. Vacancies on appointed committees shall be filled according to rules established by the electoral  
444 divisions.  
445
- 446 8. Each committee is empowered to appoint *ad hoc* sub-committees to conduct assignments  
447 relevant to its work.  
448
- 449 9. Evaluation of Committees
- 450           a. The Faculty Senate shall establish written procedures for the review and evaluation of all  
451           committees.
- 452           b. The Chair of the Faculty Senate in consultation with the Chair-Elect ~~and the Provost~~  
453           may appoint an *ad hoc* committee of the Senate to conduct a review of its committees, or  
454           may assign this duty to one of the standing committees.
- 455           c. During its review and evaluation, the Faculty Senate may, together with the  
456           constituencies advised by the committees (if any), terminate, consolidate, restructure,  
457           expand or create committees.
- 458           d. ~~The reviews and evaluations shall be available for review by any member of the~~  
459           ~~University community.~~  
460

## 461           **SECTION 12. Faculty Senate Bylaws**

- 462 1. The Faculty Senate shall adopt Bylaws for the purpose of conducting its business. Such bylaws  
463 shall be in accordance with this Constitution, and shall be reviewed and approved by the Faculty  
464 Government Committee before being presented to the Faculty Senate for a vote.  
465
- 466 2. The Faculty Senate Bylaws may be amended by a majority vote of Senators present and voting.  
467

## 468           **ARTICLE III: AMENDMENTS TO THIS CONSTITUTION**

- 469 | 1. Any member of the General Faculty may submit amendments to the Constitution, or to the  
470 | Bylaws of the General Faculty, to the Chair of the Senate.  
471 |
- 472 | 2. The Chair of the Faculty Senate shall forward all suggested amendments to the Faculty  
473 | Government Committee for review and approval before they are sent to the Faculty Senate for a  
474 | vote.  
475 |
- 476 | 3. After review by the Faculty Government Committee and approval by the Faculty Senate,  
477 | amendments to the Constitution, along with their rationale, shall be submitted for approval to  
478 | the General Faculty.  
479 |
- 480 | 4. The General Faculty shall act on any amendments at the General Faculty meeting in which they  
481 | are introduced, provided that a copy of the amendment shall have been circulated to the voting  
482 | General Faculty members and posted on the University Faculty Senate website with notification  
483 | via email to the voting members. This process of circulation, posting, and notification must  
484 | occur at least seven calendar days prior to the General Faculty meeting at which the  
485 | amendments are to be considered.  
486 |
- 487 | 5. Amendments to the Constitution must receive the approval of two-thirds of the required  
488 | quorum of 45 voting members of the General Faculty.  
489 |
- 490 | 6. The Secretary of the General Faculty shall forward all amendments to the Chancellor for  
491 | approval.  
492 |

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

495 -----  
 496 **BYLAWS OF THE GENERAL FACULTY**

497 NONE

498 -----  
 499 **BYLAWS OF THE FACULTY SENATE**

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

501 **SECTION 1. Terms of Office**

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

509 **SECTION 2. Elections**

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

512 **SECTION 3. Appointments**

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

520 **SECTION 4. Selection of Committee Chairs**

521 | The chairs of the appointed **and elected** committees shall be selected by the last meeting of the  
 522 year by the members of each committee from among their continuing members. New chairs

523 will be named in the committee annual reports to the Faculty Senate and will take office July 1  
524 annually.

## 525 **SECTION 5. Annual Reports**

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

## 533 **SECTION 6. Committee Procedures**

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

## 536 **ARTICLE II: STANDING COMMITTEE STRUCTURE AND CHARGES**

### 537 **SECTION 1: Committees Composed Solely of Senators**

#### 538 **Faculty Senate Elections Committee**

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

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

551

#### 552 **University Promotion and Tenure Committee**

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

557 Membership: The Committee on Promotions and Tenure shall consist of the Chair of the Faculty  
558 Senate and six tenured Senators elected to two-year staggered terms by a majority vote of the  
559 Faculty Senate. The Chair of the Faculty Senate shall serve as the chair of the Committee and  
560 shall be a voting member. No department may have more than one member on the Committee  
561 at the same time, with the exception of the Chair of the Faculty Senate. No member, other than  
562 the Chair of the Faculty Senate, may serve successive terms on the committee. No faculty

563 member who is a candidate for promotion may be a member of the Committee their year of  
 564 candidacy. In the event that there are not enough tenured faculty members on Faculty Senate to  
 565 serve on this committee, nominations for the remaining committee members will be solicited  
 566 from the General Faculty and elected to the committee by the Faculty Senate.

#### 568 ~~Senate Bylaws Committee~~

569 ~~Charge: The committee shall recommend to the Senate for its approval, procedures for~~  
 570 ~~conducting its business. The committee shall maintain an accurate record of the Senate Bylaws.~~  
 571 ~~Membership: The Senate Bylaws Committee shall consist of at least three members of the Senate~~  
 572 ~~appointed by the Chair. The Chair of the Senate shall (also) appoint the chair of the Committee.~~

#### 574 ~~Senate Educational Standards Committee~~

575 ~~Charge: The purpose of the committee is to assist the Senate in carrying out its duty to promote~~  
 576 ~~high educational standards at the University. The committee will study educational standards at~~  
 577 ~~the University and other institutions of higher learning; the committee will be assisted by~~  
 578 ~~administrative staff engaged in the acquisition and analysis of data for Academic or Student~~  
 579 ~~Affairs. The committee will annually report its activities and findings to the Senate.~~  
 580 ~~Membership: The Senate Committee for the Study of Educational Standards shall consist of at~~  
 581 ~~least three Senators appointed by the Chair of the Senate. The Chair of the Senate shall appoint~~  
 582 ~~the chair of the Committee.~~

### 583 SECTION 2: Committees Composed of Elected Members of the General Faculty and Ex- 584 Officio Members

#### 585 1. Committees Elected at Large

##### 586 **Committee on Due Process**

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

607 | Membership: Four (4) tenured voting General Faculty members plus one (1) Senator

608

### 609 **Faculty Grievance Committee**

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

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

627

### 628 **Faculty Assembly Delegation**

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

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

648

### 649 **Faculty Government Committee**

650 Charge: The primary function of the committee is to recommend to the Faculty Senate all  
651 changes to The Constitution of the Faculty, including changes to the Bylaws.  
652 Recommendations related to the policies and regulations subject to adoption by the  
653 General Faculty shall be forwarded to the Faculty Government Committee for

654 | consideration and review before presentation to the Faculty Senate. The committee ~~shall~~  
 655 | ~~may~~ also review the governance structures adopted by the ~~electoral divisions~~~~units~~ to  
 656 | determine that they are consistent with The Code of The University of North Carolina,  
 657 | the Promotion, Tenure, Academic Freedom, and Due Process Regulations, and The  
 658 | Constitution of the Faculty. The committee shall also recommend to the Faculty Senate  
 659 | for its approval, procedures for conducting its business, and shall receive proposals from  
 660 | the Chancellor, Provost, or any Vice Chancellor regarding positions on their staff to be  
 661 | approved for General Faculty membership. The Committee shall study the proposal and  
 662 | recommend action to the Faculty Senate.

663 | Membership: Four (4) ~~voting~~ members of the General Faculty, plus one (1) Senator  
 664 |

## 665 | 2. Committees Elected by Faculty Senate Electoral Divisions

### 666 | Academic Policies and Regulations Committee

667 | *Charge:* The committee shall develop policies governing the academic calendar, summer  
 668 | session, class scheduling, academic advising, and undergraduate regulations and  
 669 | requirements.  
 670 |

671 | *Membership:* One (1) ~~voting General F~~Faculty member from each ~~electoral division~~~~unit~~  
 672 | (excluding the JSNN, at their request), plus one (1) Senator. Ex officio and nonvoting  
 673 | members: as designated by the Provost. (The President of the Student Government and the  
 674 | President of the Graduate Student Association will be invited to attend or to send a  
 675 | representative.)  
 676 |

### 677 | Committee on Committees

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

701 | ~~Senate Bylaws for this representative.~~  
 702 | Membership: Chairpersons of the ~~electoral division~~ committees responsible for elections  
 703 | (excluding the JSNN, at their request), plus one (1) Senator.  
 704 |

#### 705 | **Promotions and Tenure Guidelines Committee**

706 | Charge: The committee shall review the ~~electoral division~~'s documents and exchange  
 707 | information about the general guidelines and expectations that the ~~electoral divisions~~  
 708 | have developed for the evaluation of teaching, research and creative activity, service, and  
 709 | directed professional activity for promotions and tenure.

710 | Membership: Chairpersons of the seven (7) ~~electoral division~~ committees on promotions  
 711 | and tenure (excluding the JSNN, at their request). Ex officio and nonvoting members: the  
 712 | Chair of the Faculty Senate.  
 713 |

#### 714 | **Graduate Studies Committee**

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

- 717 | a) Establish criteria for the selection and review of members of the Graduate Faculty;
- 718 | b) Review proposals for all new courses, revised courses, and modifications to current  
 719 | courses taking one of the following actions: approve, disapprove, approve with  
 720 | modification. Review and act on all proposals for new graduate programs or major  
 721 | modifications to existing programs including the discontinuation of graduate programs.  
 722 | When the Provost gives preliminary consideration to a plan to establish or discontinue  
 723 | one or more graduate degree programs, for example, during the early stages of the  
 724 | University's strategic planning process, the Provost will consult with the committee; the  
 725 | committee will make recommendations to the Provost regarding the general advisability  
 726 | of pursuing such a plan;
- 727 | c) Review and formulate policies and regulations related to graduate education admission,  
 728 | retention, and graduate requirements;
- 729 | d) Hear student appeals related to Graduate School policies and regulations;
- 730 | e) Call to the attention of the Graduate Faculty and the administration issues of concern  
 731 | relating to graduate education;
- 732 | f) Act on matters referred by the Faculty Senate, Dean of the Graduate School, Graduate  
 733 | Faculty, and the Graduate Student Association on graduate education;
- 734 | g) Report to the Faculty Senate on actions taken regarding graduate education policies and  
 735 | programs;
- 736 | h) Advise the Faculty Senate on matters relating to graduate education.

737 | Membership: The Graduate Studies Committee shall consist of eighteen (18) voting members,  
 738 | all Members, Research Members or Academic Professional Members of the Graduate  
 739 | Faculty, elected by members of the Graduate Faculty in each electoral division. Six (6) of  
 740 | these members shall be elected from the following ~~electoral division~~ (1 from each  
 741 | ~~electoral division~~): Bryan School of Business and Economics; School of Education;  
 742 | School of Health and Human Sciences; School of Music, Theatre and Dance; School of  
 743 | Nursing; and the Joint School of Nanosciences & Nanoengineering. The College of Arts and  
 744 | Sciences shall elect three (3) representatives with one each from the areas of the humanities,

745 science and mathematics, and social and behavioral sciences. To achieve programmatic  
 746 balance, four (4) additional members shall be appointed by the Committee Chair, in  
 747 consultation with the Dean of the Graduate School, to serve one-year terms. In addition, the  
 748 Faculty Senate will appoint one (1) Senator to the Graduate Studies Committee. Four (4)  
 749 other voting members of the committee include the Dean and Associate Dean of the  
 750 Graduate School, and two (2) student representatives, with voting privileges on all issues  
 751 except academic appeals, elected by the Graduate Students Association. Three (3) ex-officio  
 752 and non-voting members serve on the GSC: the Registrar, the [a representative of the Office](#)  
 753 [of Assessment and Accreditation-Associate Provost for Planning and Assessment](#), and a  
 754 representative from the University Libraries.

### 755 **Senate Online Learning Committee**

756 *Charge:* The Faculty Senate Online Learning Committee shall study issues pertaining to the  
 757 development, delivery, assessment and enhancement of online learning courses and  
 758 programs at UNCG. It shall also facilitate the development, delivery and taking of online  
 759 learning courses and programs, and work to enhance the quality of distance learning courses.  
 760 Membership: One (1) faculty member elected by each academic unit, except for the JSNN  
 761 (at their request) and one (1) Senator, appointed by the Chair of the Faculty Senate. Ex  
 762 officio, non-voting members: a representative from each of the following areas: the Division  
 763 of Continual Learning, the Office of the Registrar, Admissions, Business Affairs, the Deans  
 764 Council, the Staff Senate, the Student Government Association, the Faculty Teaching  
 765 Learning Commons, and Information Technology Services.

### 767 **Research Grants Committee**

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

### 779 **Undergraduate Curriculum Committee**

780 *Charge:* The Undergraduate Curriculum Committee shall be the agency of the Faculty Senate  
 781 responsible for reviewing the undergraduate curriculum, making policy recommendations  
 782 to the Faculty Senate on curricular matters, and performing such other duties as approved  
 783 by the Faculty Senate, including the following:  
 784 a) To review and approve all proposals for new courses; existing courses in which  
 785 substantial changes have been made; new majors, programs, concentrations, and degrees  
 786 which have been approved by the College Council or the curriculum committees of the  
 787 various [electoral division/unit](#)s; the discontinuation of courses and programs; routine  
 788 changes as previously approved by the Provost's Office. When the Provost gives  
 789 preliminary consideration to a plan to establish or discontinue one or more undergraduate  
 790

- 791 degree programs, for example, during the early stages of the University's strategic  
 792 planning process, the Provost will consult with the committee; the committee will make  
 793 recommendations to the Provost regarding the general advisability of pursuing such a  
 794 plan;
- 795 b) To serve as the oversight committee for administration of all aspects of the General  
 796 Education Core (GEC), to include oversight of the ten GEC category committees and the  
 797 GEC Assessment Committee and final designation of courses for GEC credit;
  - 798 c) To review and approve student proposals under Plan II (Specially Designed Programs of  
 799 Study);
  - 800 d) To oversee the adherence to the General Education Program (GEP) by the electoral  
 801 division~~units~~, and to provide for the required annual and five-year reviews of the GEP  
 802 and the GEC committees;
  - 803 e) To take up for study or action matters referred by the Faculty Senate and General Faculty  
 804 or any other matters deemed important to the work of the committee.
- 805 Membership: Nine (9) voting members of the General ~~F~~Faculty [one (1) from each electoral  
 806 division~~unit~~, (excluding the JSNN, at their request) except three (3) from the College],  
 807 plus one (1) Senator. Ex-officio and nonvoting members: the Associate Provost for  
 808 Planning and Assessment, and additional members ~~those~~-appointed by the Provost.

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

#### 810 811 **Academic Computing Committee**

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

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

#### 821 822 **Budget Committee**

823 Charge: The committee shall review the budgetary needs of the University and make  
 824 recommendations to the Vice Chancellor for Business Affairs, the Provost, and other  
 825 appropriate administrators and to the Faculty Senate regarding the needs of the faculty. The  
 826 committee shall educate its members and the General Faculty on how the budget is allocated  
 827 at UNCG and through the UNC system, and provide forums as needed for issues related to  
 828 this process, be consulted by and shall advise in a timely fashion the Chancellor and other  
 829 administrative officers during the process of the budgetary cycle, its revision, and allocation  
 830 of University resources. The committee shall also review the salaries and employee benefits  
 831 in the UNC system, national trends in faculty salaries and employee benefits and the effect  
 832 of inflation upon salaries and benefits. The committee shall make an annual  
 833 recommendation to the Faculty Senate regarding salary increases and the employee benefits  
 834 package. These recommendations shall address merit pay increases, cost of living  
 835

836 | [adjustments, and enhanced employee benefits, and shall be forwarded to the Chancellor, the](#)  
 837 | [Provost, and to the President of the UNC system through the UNCG Delegation to the](#)  
 838 | [Faculty Assembly.](#)

839 | *Membership:* One (1) faculty from each [electoral division](#)~~unit~~ (excluding the JSNN, at their  
 840 | request), plus one (1) Senator. Ex officio: Vice Chancellor for Business Affairs and the  
 841 | Provost or their designees.

#### 842 | **Faculty Professional Development, [Compensation](#), & Welfare Committee**

844 | *Charge:* The purpose of the Faculty Professional Development and Welfare Committee shall  
 845 | be to support the role of faculty members as learned professionals. The committee shall  
 846 | review and make recommendations on matters concerning professional status and  
 847 | effectiveness in the areas of teaching, research, and service. All matters, including salary and  
 848 | benefits are relevant, including but not limited to standards of professional performance;  
 849 | professional rights and privileges; working conditions; standards for teaching loads and  
 850 | reduction in load for research and service assignments; research and other leaves of absence;  
 851 | and programs for the enhancement of faculty professional abilities and effectiveness,  
 852 | including participation in seminars, workshops, colloquia and other professional  
 853 | development programs, professional travel and similar activities. [Regarding salaries, the](#)  
 854 | [committee shall make periodic and timely reports to the Faculty Senate regarding items such](#)  
 855 | [as comparison of salaries among the electoral divisions, gender differences in salaries, and](#)  
 856 | [salary inequities between new appointments and continuing appointments in similar](#)  
 857 | [disciplines.](#)

858 | *Membership:* One (1) [voting General](#) ~~F~~Faculty [member](#) from each [electoral division](#)~~unit~~, plus  
 859 | one (1) Senator. Ex officio and nonvoting: Director of the Faculty Teaching and Learning  
 860 | Commons.

#### 861 | **Intercollegiate Athletics Committee**

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

869 | *Membership:* [One \(1\) voting General](#) ~~F~~Faculty [member](#) from each [electoral division](#)~~unit~~  
 870 | (excluding the JSNN, at their request), plus 1 Senator and 3 students (1 from the Student  
 871 | Athletic Association, 1 from the Student Government Association, 1 from the Graduate  
 872 | Student Association). Ex officio: Faculty Representative to the NCAA. Adjunct: Director of  
 873 | Athletics, Chair of the Chancellor's Advisory Committee on Intercollegiate Athletics, and the  
 874 | Associate Director of Athletics for Student Welfare.

#### 875 | **Research Policies Committee**

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

882 | *Membership:* One (1) [voting General](#) ~~F~~Faculty member from each [electoral division](#)~~unit~~, plus

883 one (1) Senator, one (1) University-wide Institute or Center Director, the Chair of the  
 884 Institutional Review Board for Human Subjects, the Chair of the Institutional Animal Care  
 885 and Use Committee, and the Vice Chancellor for Research and Economic Development.  
 886

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

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

892 *Membership:* One (1) ~~voting General Faculty~~ member from each ~~electoral division unit~~  
 893 (excluding the JSNN, at their request) plus one (1) Senator. Ex officio and nonvoting:  
 894 Director of the Faculty Teaching and Learning Commons and the Chair of the Academic  
 895 Computing Committee.  
 896

### 897 **General Education Council**

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

905 *Membership:* Eleven (11) voting ~~General Faculty~~ members, Six (6) from the College, one (1)  
 906 from each of the other ~~electoral division units~~, (excluding the JSNN, at their request). The  
 907 Chair of the Council will be from the College and will vote only in the case of a tie. Ex-  
 908 officio and non-voting members include one (1) from the University Libraries, the Associate  
 909 Provost for Planning and Assessment, and additional ex-officio members appointed by the  
 910 Provost as needed.  
 911

### 912 **Scholarly Communications Committee**

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

- 920 a. Analyze issues of scholarly publishing and communication as they apply to academic  
 921 research institutions like UNCG. Propose short-term and long-term strategies to inform  
 922 UNCG faculty about these issues
- 923 b. Propose short-term and long-term strategies to inform UNCG faculty about these issues
- 924 c. Provide faculty with guidance on fair use, intellectual property rights, and management  
 925 of their creative works
- 926 d. Suggest and endorse avenues for individual and collective action, including actions that  
 927 faculty members can take to contribute to an open and sustainable system of scholarly  
 928 communication;

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

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

### 937 **Student Learning Enhancement Committee**

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

- 940 a. to review the assessment plans for all undergraduate and graduate programs to assure  
 941 that they are designed to improve student learning based on evidence and to meet  
 942 accreditation requirements,  
 943 b. to report annually to the Faculty Senate on the current status of academic program  
 944 assessment at UNCG,  
 945 c. to advise the deans of electoral division~~units~~ or their designees on how departments  
 946 might enhance their academic program assessment plans to improve opportunities for  
 947 student learning, and  
 948 d. to make recommendations to the Associate Provost for Planning and Assessment for  
 949 actions to be taken to improve UNCG's efforts to enhance student learning. This  
 950 committee is also charged to celebrate successful examples of student learning  
 951 enhancement resulting from assessment activities and to sponsor presentations and  
 952 workshops to familiarize faculty with assessment practices and benefits.

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

### 964 **Enrollment Management Committee**

965 Charge: ~~The committee shall review, recommend, and advise on policy decisions related to~~  
 966 ~~undergraduate enrollment, recruitment, admissions, financial aid, and retention.~~

967 Membership: ~~Nine (9) faculty members [one (1) from each unit (excluding the JSNN, at their~~  
 968 ~~request), except three (3) from the College], plus one (1) Senator. Ex officio and nonvoting~~  
 969 ~~members: the Vice Provost, the Dean of Undergraduate Studies, (the) Associate Provost for~~  
 970 ~~Planning and Assessment or his/her designee, and as appointed by the Provost. The~~  
 971 ~~President of the Student Government Association and the President of the Graduate~~  
 972  
 973

974 | ~~Student Association will be invited to attend or to send a representative.~~

975 | **Faculty Compensation Committee**

977 | ~~Charge: The committee shall review, recommend, and advise on all policies regarding faculty~~  
978 | ~~salaries and employee benefits for the regular academic year, summer session, and UNCG~~  
979 | ~~extension courses. The committee shall make periodic and timely reports to the Faculty~~  
980 | ~~Senate regarding the salary situation at UNCG such as comparison of salaries among the~~  
981 | ~~units, gender differences in salaries and salary inequities between new appointments and~~  
982 | ~~continuing appointments in similar disciplines. The committee shall also review the salaries~~  
983 | ~~and employee benefits in the UNC system, national trends in faculty salaries and employee~~  
984 | ~~benefits and the effect of inflation upon salaries and benefits. The committee shall make an~~  
985 | ~~annual recommendation to the Faculty Senate regarding salary increases and the employee~~  
986 | ~~benefits package. These recommendations shall address merit pay increases, cost of living~~  
987 | ~~adjustments, and enhanced employee benefits, and shall be forwarded to the Chancellor, the~~  
988 | ~~Provost, and to the President of the UNC system through the UNCG Delegation to the~~  
989 | ~~Faculty Assembly.~~

990 | ~~Membership: One (1) faculty from each unit (excluding the JSNN, at their request), plus one~~  
991 | ~~(1) Senator.~~

**The University of North Carolina at Greensboro  
Faculty Senate**

*Resolution #GS-04242013-02*

**To Endorse the UNCG Sustainability Council Operating Papers**

*Submitted by the UNCG Sustainability Council  
Presented by Aaron S. Allen  
Academic Sustainability Coordinator*

**WHEREAS**, in May of 2009, as part of the 2009-2014 Strategic Plan, The University of North Carolina at Greensboro formally adopted sustainability as one of its core values, and

**WHEREAS**, in October of 2009, The University of North Carolina at Greensboro adopted The University of North Carolina Sustainability Policy (600.6.1), and

**WHEREAS**, in October of 2011, The University of North Carolina at Greensboro’s Chancellor, Linda Brady, signed the American College and University Presidents’ Climate Commitment (ACUPCC), and

**WHEREAS**, in February of 2013, The University of North Carolina at Greensboro’s Sustainability Council voted to approve the Sustainability Council Operating Papers, therefore

**BE IT RESOLVED**, that the General Faculty of the University of North Carolina at Greensboro endorses the Sustainability Council’s Principles contained within the attached Operating Papers and urges the Co-Chairs of the Sustainability Council to submit these documents to the Chancellor for review and approval.

Faculty Senate Action/Date: N/A	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: Pending Approval of the General Faculty	
General Faculty Action/Date: Pending Approval 04/24/2013	
Board of Trustees Action/Date: N/A	
UNC GA or BOG Action/Date: N/A	

# The University of North Carolina at Greensboro Sustainability Council Operating Papers

February 2013

Sustainability in institutions of higher education is characterized by activities that are ecologically sound, socially just, economically viable, and aesthetically engaged. Sustainable institutions emphasize these components in day-to-day operations and in curriculum and research, thereby preparing students to recognize challenges, develop solutions, and model behaviors that contribute to a regenerative, healthful, beautiful, and just world.

Given this framework for sustainability in higher education, the UNCG Strategic Plan 2009-2014 incorporated the following “core value”:

Sustainability – Academics, operations, and outreach are conducted with careful attention to the enduring interconnectedness of social equity, the environment, the economy, and aesthetics.

The members of the committee who developed that Strategic Plan used the following working definition:

Sustainability is the enduring interconnectedness of social equity, the environment, economy, and aesthetics. This interconnectedness provides a foundation from which to discover, implement, and enrich sustainable principles and practice. The intent of sustainability is to instill values that promote justice, invent innovative approaches and solutions to environmental and economic challenges, and invest civility and grace into our communities.

The UNCG Strategic Plan 2009-2014 called for the development of a Sustainability Council that formed during the fall of 2011 to “support activities in academics and sustainable practices.” The intent of this document is to articulate the purpose, scope, and membership of the Sustainability Council and to clarify its operational procedures.



## Article 1: Mission, Commitment, and Principles

### Section 1: Mission

The Sustainability Council supports and promotes efforts by the university community to address sustainability in operations and academics at UNCG.

### Section 2: Commitments of UNCG to Sustainability

- Chancellor Linda Brady signs the Appalachian Energy Summit Signatory Commitment, July 2012.
- Chancellor Linda Brady signs the American College and University Presidents' Climate Commitment (ACUPCC), October 2011.
- UNCG becomes a charter member of the Sustainability Tracking, Assessment and Rating System (STARS) in July 2011.
- Sustainability Council formed, August 2010.
- Sustainability adopted as a core value in The University of North Carolina at Greensboro (UNCG) 2009-2014 Strategic Plan, May 2009.
- UNCG's 2009-2014 Strategic plan directs the pursuit of LEED Silver certification for any major building projects, May 2009.
- UNCG adopts The University of North Carolina Sustainability Policy, October 2009.
- University Committee on Sustainability formed by Chancellor Patricia Sullivan, Spring 2008.
- Executive Order No. 156 of the State of North Carolina, "State Government Sustainability, Reduction of Solid Waste, and Procurement of Environmentally Preferable Products," signed by Governor James B. Hunt, Jr., July 1999.

### Section 3: Sustainability Principles

Together we are moving toward a sustainable future and leading by example with these principles supporting all of our actions and plans. Therefore, the Sustainability Council is committed to:

- A. ~~UNCG recognizes~~ recognizing the inextricable connections between nature, society, economy, and aesthetics. To respect this interconnectedness, ~~the university will use~~ wethe Council will strive for a holistic and transparent approach to decision-making across the campus that generates economic, environmental, social and cultural values in everyday practice on campus and in our surrounding communities.
- B. ~~acknowledging UNCG acknowledges~~ the unity of humanity and nature and emphasize ~~nges~~ natural systems as the model of appropriate design. Natural systems utilize renewable energy and have no concept of waste. They are also characterized by diversity, interdependence, and regenerative growth, defining characteristics of healthy academic environments as well. ~~The university will actively~~ WeThe Council will aim to shift ~~its-university~~ practices toward products and processes that mimic natural systems.
- C. ~~UNCG will support~~ supporting human and environmental health through ~~its-our~~ decisions and practices. Human health and wellness are tied directly to environmental health. ~~The university~~ WeThe Council will pursue using-the use of materials and activities that have no harmful effects on human or environmental health. Accompanying this commitment is an emphasis on creating a physical campus ~~at UNCG~~ that promotes healthy activity.
- D. ~~UNCG will~~ championing social justice and equity, mutual cultural respect, and inclusiveness. ~~The university~~ WeThe Council will encourage the university community

- to honor diversity in its myriad combinations through our practices, policies, teaching, research, and service.
- E. ~~UNCG appreciates that an~~ appealing to our senses is as important as appealing to our minds. Beyond the sensory, however, there is also a beauty when people and systems perform at their best. ~~UNCG WeThe Council~~ will encourage the university to strive for civility and beauty in all ~~its our~~ endeavors.
  - F. ~~UNCG understands understanding~~ the need for stewardship of all ~~its~~ resources, including financial ~~ones~~. Concomitantly, ~~UNCG the Council we~~ recognizes ~~ss~~ that materials and activities that enhance the natural and social environments are financially beneficial. Loss or degradation of these systems must be considered expenses, and the Council will advocate for these costs ~~must to~~ be considered part of ~~UNCG's any~~ budget calculus.
  - G. ~~UNCG has committed to helping UNCG~~ become a sustainable institution. UNCG is comprised of many individuals with personal choices that will affect our campus carbon footprint, our interactions with the community, and our financial success. Cooperation and commitment from ~~each individual~~s across ~~the~~ campus will allow ~~the university us~~ to achieve ~~its our~~ goals.

## Article 2: Responsibilities

### Section 1: Duties

The Sustainability Council will:

- A. provide advice and make recommendations to the Chancellor with the intention of integrating sustainability into university strategic initiatives, practices, and policies;
- B. maintain, monitor, and update the Sustainability Matrix first developed by the Council in 2011;
- C. make policy recommendations and advocate for and allocate resources needed to integrate sustainability into the university community;
- D. foster collaborative efforts between faculty, staff, students, and members of communities external to the campus;
- E. collect, centralize, and disseminate information regarding, e.g., events, activities, and programs occurring at UNCG that are related to sustainability such as guest speakers or campus competitions; and
- F. form or foster working groups, committees, task forces or other such smaller groups as necessary to accomplish specific tasks.

### Section 2: Assessment and Reporting

- A. The Sustainability Council shall review UNCG's annual Sustainability Tracking, Assessment and Rating System (STARS) report and identify areas for improvement.
- B. The Sustainability Council shall review and offer feedback on UNCG's annual Greenhouse Gas (GHG) Inventory and UNCG's bi-annual Climate Action Progress Reports. Once the Council members are satisfied with the documents, the Council may vote to endorse them.
- C. The Sustainability Council shall issue a report to the Chancellor once a year regarding campus sustainability and progress toward goals.

## Article 3: Organization

## Section 1: Membership

### A. Officers

The Council shall have three officers: two Co-Chairs and a Secretary. The Co-Chairs shall be appointed by the Chancellor and represent academics (a faculty member) and operations (a staff member) at the university. The Secretary shall be elected by the Council at the first meeting of the fall semester.

#### 1. Duties of the Co-Chairs

- coordinate the activities of the Council
- meet with the Chancellor twice per year at a minimum
- in collaboration with the Secretary, set the Council meeting calendar
- preside over the meetings of the Council
- prepare annual sustainability progress report
- manage the membership of the Council

#### 2. Duties of the Secretary

- set the meeting calendar
- prepare and distribute Council meeting agenda and minutes

### B. Members

#### 1. Council Roster:

The Council shall be comprised of the following Executive Body appointed by the Chancellor:

- Co-Chair: Faculty
- Co-Chair: Staff
- Student Representative of the Student Government Association
- Student Representative of the Graduate Student Association
- Representative of the community
- Representative of the Alumni Association
- Representative of Housing and Residence Life
- Representative of Athletics
- Sustainability Coordinator for Operations (ex-officio)
- Sustainability Outreach Specialist (ex-officio)
- Academic Sustainability Coordinator (ex-officio)
- Director of Enterprise Risk Management (ex-officio)
- Director of Environmental Studies (ex-officio)
- In addition, if none of the above faculty have expertise in one of the following areas, then one or more additional faculty members should be appointed to the Council to ensure that the following four areas are represented:
  - Environment or ecology
  - Economics or business
  - Equity or social justice
  - Aesthetics or culture

#### 2. Inclusion of the UNCG Sustainability Committee

In addition to the above Council Roster, the Council may incorporate the existing committee chairs, subcommittee chairs and members of the UNCG Sustainability Committee as members. These faculty and staff, or other new faculty and staff

interested in serving in this capacity, may be appointed for a term of two years by the Council and shall have voting rights except when the Council holds Executive Body sessions. See also Article 3, Section 2, below.

3. Qualifications

Student members must be registered either as full or part-time during the term of office. Faculty and staff members must be current employees of UNCG.

4. New Members

The current Council members shall consider, solicit, and recommend potential members to the Chancellor who will make all appointments to the Council. The Council may invite guests from the campus community to serve or provide expertise to the Council as needed.

C. Expectations

Members shall be active participants on the Council and attend all meetings or provide a knowledgeable proxy. Members not meeting these expectations may be removed from the Council. These members will be notified at least one week prior to a vote for removal. In the event of a removal or a member's resignation, the Council will recommend a replacement to the Chancellor.

D. Terms of Service

Student members will be appointed to one-year terms beginning 01 August of each year. All faculty and staff members will be appointed by the Chancellor for a renewable 2-year term. Executive Body members appointed on 01 July in an odd-numbered year will serve until 30 June of the next odd numbered year; and Executive Body members appointed on 01 July in an even-numbered year will serve until 30 June of the next even numbered year. All faculty and staff members appointed by the Council will serve for renewable 2-year terms.

Section 2: Committees and Special Assignments

The University Committee on Sustainability formed as a standing committee in 2008 with a charge to "identify and recommend responsible and sustainable practices in all aspects of institutional culture including operational activities, academic programs, and community relationships." In 2013, this committee was incorporated into the Sustainability Council. Recognizing the valuable role that the Committee served to capture and implement the interests, ideas, and initiatives of various members of the university community, its structure will remain as a component part of the Sustainability Council and will be organized in relation to the requisite areas of the Climate Action Plan.

Additional committees, task forces, and working groups may be formed as needed and at the discretion of the Council to accomplish specific assignments. These groups may include members of the university and surrounding communities who are not members of the Council.

Section 3: Meetings

The Council shall meet at least twice per semester. The Secretary will notify Council members as well as all members of the UNCG community of meeting time, date and location at least one week prior to each meeting. All meetings will be open to the public except during Executive Session. The Co-Chairs shall prepare the agenda and facilitate meetings.

Executive Sessions (comprised of members of the Executive Body as outlined in Article 3, Section 1, above) may be held as necessary. If the Co-Chairs or a member of the Executive Council wishes to hold an Executive Session, he or she should request to move into Executive Session at the end of the meeting. A majority of the Executive Council must be in favor of moving into Executive Session. The Co-Chairs will adjourn the public meeting and call the Executive Session to order. No action votes will be taken during Executive Session.

Minutes of the Council shall be maintained and distributed to the Council and the Chancellor.

Section 4: Governance

The Council shall govern by consensus whenever possible. Four-fifths of the Council members shall be required in the absence of consensus to alter these operating papers. Unless otherwise specified, all other actions of the Council require a simple majority (51%) vote. Quorum is established by a simple majority (51%) of the Executive Body.

Approved:

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Sustainability Council Co-Chair, Staff

\_\_\_\_\_  
Sustainability Council Co-Chair, Faculty

\_\_\_\_\_  
Date

## Faculty Senate, Forum and General Faculty Meeting Dates

### *Corrected Version*

#### Fall 2013

Meeting	Date	Time	Location
<b>Chancellor's State of the Campus Address</b>	<b>Wed, 08/14/13</b>	<b>10:00 am</b>	<b>Aycock Auditorium</b>
<b>Senate Orientation</b>	<b>Tue, 09/03/13</b>	<b>1:00p</b>	<b>EUC Claxton</b>
Faculty Senate Mtg	Wed 09/04/13	3:00p	Virginia Dare Room
<b>Faculty Convocation/ General Faculty Mtg</b>	<b>Wed 09/18/13</b>	<b>3:00p</b>	<b>Virginia Dare Room</b>
Faculty Senate Mtg	Wed, 10/02/13	3:00p	Virginia Dare Room
<i>Faculty Senate Forum</i>	<i>Wed, 10/16/13</i>	<i>3:00p</i>	<i>Virginia Dare Room</i>
Faculty Senate Mtg	Wed, 11/06/13	3:00p	Virginia Dare Room
<i>Faculty Senate Forum</i>	<i>Wed, 11/20/13</i>	<i>3:00p</i>	<i>Virginia Dare Room</i>
Faculty Senate Mtg	Wed, 12/04/13	3:00p	Virginia Dare Room

#### Spring 2014

Meeting	Date	Time	Location
Faculty Senate Mtg	Wed, 02/05/14	3:00p	Virginia Dare Room
<i>Faculty Senate Forum</i>	<i>Wed, 02/19/14</i>	<i>3:00p</i>	<i>Virginia Dare Room</i>
Faculty Senate Mtg	Wed, 03/05/14	3:00p	Virginia Dare Room
<i>Faculty Senate Forum</i>	<i>Wed, 03/19/14</i>	<i>3:00p</i>	<i>TBD</i>
Faculty Senate Mtg	Wed, 04/02/14	3:00p	Virginia Dare Room
<b>General Faculty Mtg</b>	<b>Wed, 04/23/14</b>	<b>3:00p</b>	<b>Virginia Dare Room</b>

Updated: BJB: March 28, 2013

<http://facsen.uncg.edu/SenateCalendar.asp>

<http://www.northcarolina.edu/facultyassembly/index.htm>

[http://provost.uncg.edu/Academic/EPA\\_Personnel/Docs/PT\\_Calendar.pdf](http://provost.uncg.edu/Academic/EPA_Personnel/Docs/PT_Calendar.pdf)