SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
2014-2015

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

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

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

<table>
<thead>
<tr>
<th>1- Committee Name: Academic Computing Committee (ACC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2- Committee Chair: Frances Clerk (2014-2015)</td>
</tr>
<tr>
<td>3 - Committee Members:</td>
</tr>
<tr>
<td>Appointed</td>
</tr>
<tr>
<td>● Aprille Black (NTT) - Bryan Business School</td>
</tr>
<tr>
<td>● Fatih Oguz - School of Education</td>
</tr>
<tr>
<td>● Frances Clerk (Non Faculty EPA) - School of Health and Human Sciences</td>
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<tr>
<td>● John Neufeld (Tenured)</td>
</tr>
<tr>
<td>● Ken White - School of Music, Theater, and Dance</td>
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<tr>
<td>● Lois Von Cannon (NTT) - School of Nursing</td>
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<tr>
<td>● Erin Lawrimore (TT) - University Libraries</td>
</tr>
<tr>
<td>● Lixin Fu (TT) - College of Arts and Science</td>
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<tr>
<td>Ex-officio and non-voting</td>
</tr>
<tr>
<td>● Todd Sutton - Information Technology Services</td>
</tr>
<tr>
<td>● Michelle Soler - Teaching and Learning Commons</td>
</tr>
<tr>
<td>● Bo Bodenhamer - Office of Provost</td>
</tr>
</tbody>
</table>
4-Number of Meetings: 8
8/29
9/26
10/31
12/5
2/13
3/20
4/17
4/24

5- Summary of major activities and accomplishments

- **Committee discussed charge** (which will be continued 4/17): out of this discussion came ideas such as how to increase the awareness of the ACC committee among faculty, how to get input from faculty and how to get information back to faculty about the committees activity. We also discussed what differentiates this committee from other computing committees on campus.
  
  We created a website for the ACC at: [acc.wp.uncg.edu](http://acc.wp.uncg.edu)

- **ITS Service Catalog** was presented to the committee: [its.uncg.edu/services/](http://its.uncg.edu/services/)

- **Box Sync Client Security:**
  - Ability of Box sync client to sync with a network drive was brought up. This was a feature that used to be available in a previous version of sync client, but is no longer available.
  - Out of this discussion arose the security of the Box sync client in general. It became apparent that using the Box sync client reduced the security of Box from 2-lock to 1-lock for synced files. The ACC recommended that ITS change its documentation to reflect this – see: [its.uncg.edu/box/](http://its.uncg.edu/box/). Also, ITS assured the ACC that is was working on a solution to this issue and that soon clients would be able to use the Box sync client and maintain the 2-lock security rating for synced files.
• Filip Saidak brought an issue to the ACC concerning UNCGs use of
outsourcing software solutions like Google mail. He felt it was not
appropriate for a university to use software from large corporations like
Google, and that it would be better for UNCG to use its own in-house
solutions. He was concerned about email privacy among other things. The
committee felt that given the Public Record Laws (for example) that our
UNCG mail could not be considered in any way private and that using
Google mail could be considered a condition of the job. The ACC asked that
Filip give specific details about his concerns and about the companies that
UNCG does business with. Filip decided not to go further with this issue.

• Donna Nash and Wade Maki brought up the issue of documents being
lost by Blackboard (BB) and Canvas when students drop a course.
Todd and Erin investigated this issue. No documents are actually lost by
Blackboard or Canvas. Unfortunately the software does not offer the option
of having an “inactive” student as some LMS software does. But ITS does
save all data from BB and Canvas for two years. An instructor can simply
request student records from 6-TECH. It may also be possible that Banner
could notify an instructor when a student drops a course. Todd Sutton is
checking this.

6-Unfinished Business/Issues to be discussed in 2015-2016:

1. Committee will invite someone from math department to explain public key
   / private key encryption in layman's terms to ACC members.
2. Committee will discuss how to increase membership so that the College of
   Arts and Science has representation on the committee. Continue discussion
   of software training for software that is installed on ITS lab computers
3. Committee will discuss how to increase faculty awareness and involvement
   in committee.

7- Recommendations for senate leadership to consider:

Note at this time.

8 - Committee chair 2015-2016 (July 1, 2015 - June 30 2016):
Ken White

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

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

Response: Not at this time. Committee is in the process of reviewing its charge but has not completed this task. It will complete this task next semester.
In accordance with the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

1. Committee Name: Click Arrow & Select Committee from Drop Down Box


3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
   - Jackie Daughton - NTT (College)
   - Ken Snowden - TT (Business)
   - Colleen Fairbanks - TT (Education)
   - Lauren Haldeman - TT (HHS) *last year of term
   - Christine Morris - TT (MTD) *last year of term
   - Leslie Davis - TT (Nursing)
   - Agnes (Kathy) Bradshaw (Library)
   - ex officio: Nora Reynolds (Continual Learning), Deb Hurley (Registrar’s Office), Dana Saunders (Students First); students: Elizabeth Warren (graduate), Simone Stevens (undergraduate; she never attended)

4. Number of Meetings 2014-2015: 3, with additional work done via email

5. Summary of major activities or accomplishments (Box will expand as text is entered.)
   APR brought five resolutions to the Senate:
   1. Student Success (Oct.)
   2. Course Withdrawal (Nov.)
   3. Eligibility Criteria for Chancellor’s and Dean’s Lists (Mar.)
   4. Academic Renewal (Mar.)
   5. Academic Calendars 2016-17, 2017-18 (May)

It also reviewed and revised language for three existing policies/publications:
   1. Faculty Initiated Course Withdrawals (Nov.)
   2. Academic Calendar Language (Nov.)
   3. Class Attendance Policy (May)

Academic Policies and Regulations
1. **Committee Name:** Click Arrow & Select Committee from Drop Down Box

6. **Unfinished business/issues to be addressed in 2015-2016:** (Box will expand as text is entered) the following may end up being related to each other
   1. policy on taping and use of technological / web-based materials
   2. review of Academic Integrity Policy

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)

8. **Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016):** Susan Shelmerdine

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

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

   **Response:**
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Send report to: Spoma Jovanovic (s_jovano@uncg.edu) Faculty Senate Chair
and Mary Lea Wolfe (mlwolfe@uncg.edu)

1. Committee Name: Budget Committee

2. Committee Chair Name (2014-2015): Wayne Journell

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
   Wayne Journell, School of Education, TT
   Dayong Huang, Bryan School, TT
   George Michel, College of Arts & Sciences, TT
   Kelly Burke, School of Music, TT
   Kristine Lundgren, School of Health and Human Services, TT
   Susan Letvak, School of Nursing, TT
   Michael Crumpton, University Libraries, (not sure about TT/NTT status)
   Deb Bell, Faculty Senate Liaison
   Dana Dunn, Charlie Maimone, & Alan Boyette, Ex officio members

4. Number of Meetings 2014-2015: 5

5. Summary of major activities or accomplishments (Box will expand as text is entered.)
   --Held a Budget 101 session in which Charlie Maimone and Alan Boyette provided an explanation of how the budget works
   --Developed an annual budget report form that will be used each year to monitor the university budget
   --Provided an analysis of the 2014-2015 budget using the annual report form, which will eventually be presented to the Faculty Senate (still in progress)

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)
   --Finish analysis for the 2014-2015 budget committee report
   --Develop a Budget Committee report for the 2015-2016 school year.
1. Committee Name: Budget Committee

--Continue to work with administration and Institutional Research to tighten the annual report form so that it provides the best data possible.
--Continue to find ways to educate faculty about the budget and allow those who want to voice opinions about the budget the forum to do so.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)
--Find ways to make education about the budget more accessible to ALL faculty (for example, the Budget 101 session was not well attended, and those who came were largely people who were already educated about the budget).

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Wayne Journell

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.
Response:
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
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Send report to: Spoma Jovanovic (s_jovano@uncg.edu) Faculty Senate Chair and Mary Lea Wolfe (mlwolfe@uncg.edu)

1. Committee Name: Committee on Committees

2. Committee Chair Name (2014-2015): Elizabeth Van Horn

3. Committee Members, units, and status (TT or NTT):
   COL Susan Walcot
   BUS William Brown
   EDU Sam Parker
   HHS Sue Dennison
   JSNN James Ryan
   MTD John Gulley
   UNIV LIB Jennifer Motszko
   NUR Elizabeth Van Horn, Chair

4. Number of Meetings 2014-2015: 1

5. Summary of major activities or accomplishments
   The committee met in the spring semester 2015 to review guidelines for university committee replacements. Committee members acquired committee member replacements for their respective units and forwarded the information to the committee chair, who compiled the information in the University Committees Master table.

   The committee chair collaborated with the FS chair and administrative assistant to identify vacant positions for at-large university committees. Nominations were solicited from the general faculty, and anonymous electronic ballots were distributed to the general faculty via Qualtrics survey. Results were reported to the FS chair. Faculty were elected to the following UNCG At-large committee positions:
1. Committee Name: Committee on Committees

Faculty Assembly Delegation - Alternate
Faculty Grievance Committee
Faculty Government Committee
Faculty Committee on Due Process

A write-in option was provided for Secretary of the General Faculty. The names of the 2 candidates with the highest write-in votes were forwarded to the FS chair for consideration.

6. Unfinished business/issues to be addressed in 2015-2016: Committee replacement member information still pending from the JSNN unit.

7. Recommendations for Senate leadership to consider: The wording of the membership for the Faculty Grievance Committee needs clarification. The committee membership description in the Constitution states “Of the seven (7) voting members of the General Faculty, only three (3) may be untenured, and at least two (2) must be professors.” In context, the wording implies that the term ‘professors’ means tenured faculty of Associate or Full Professor rank. The Committee on Committees suggests that this wording be changed to read “… and at least two (2) must be tenured.” This will allow more latitude in meeting the rank, status, and unit criteria for this committee membership.

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Jennifer Motszko, University Library

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.
Response:
No changes recommended.
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM  
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Send report to: Spoma Jovanovic (s_jovano@uncg.edu) Faculty Senate Chair and Mary Lea Wolfe (mlwolfe@uncg.edu)

1. Committee Name: Elections Committee of Senate

<table>
<thead>
<tr>
<th>2. Committee Chair Name (2014-2015):</th>
<th>Faculty Senate Elections Committee; Chair: Stoel Burrowes</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Committee Members, units, and status (TT or NTT):</td>
<td>Susan Dennison, TT, and David Ayers, TT.</td>
</tr>
<tr>
<td>4. Number of Meetings 2014-2015:</td>
<td>2</td>
</tr>
<tr>
<td>5. Summary of major activities or accomplishments:</td>
<td>With great help from Spoma Jovanovic and Committee Member Committee Nominations were expanded to include non-senator full time faculty nominees. Also, in Fall ‘14 a new nominations and election for a Senate Chair Elects was accomplished because the Chair Elect from Spring ’14 was incorrectly chosen. In Spring ’15 nominations were sought and elections held for three new members of the University Promotion &amp; Tenure Committee.</td>
</tr>
<tr>
<td>6. Unfinished business/issues to be addressed in 2015-2016:</td>
<td>I am only aware of the election or Senate Chair Elect will be held in Spring ‘16</td>
</tr>
<tr>
<td>7. Recommendations for Senate leadership to consider:</td>
<td>The important participation of Faculty, Senators and Non-Senators, in service to the University continues to need emphasis, enthusiasm and awareness.</td>
</tr>
<tr>
<td>8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016):</td>
<td>Stoel Burrowes</td>
</tr>
</tbody>
</table>

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: [http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf](http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf) 
Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.

Response:
The only part of the Faculty Senate Elections Committee Charge that has not been attended to in my time with this committee is

“The Committee shall review the election procedures of the electoral divisions and recommend to the Faculty Senate changes where appropriate.”

I will have the Elections Committee attend to this charge as needed in Fall ’15. I, also, expect one of our current three committee members to rotate off the committee and need replacing.
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
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**Send report to:** Spoma Jovanovic (s_jovano@uncg.edu) Faculty Senate Chair and Mary Lea Wolfe (mlwolfe@uncg.edu)

1. Committee Name: Faculty Government Committee

2. Committee Chair Name (2014-2015): Bruce Kirchoff

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
   - Alexandra Schultheis, College, TT
   - Greg Bell, College, TT
   - Loreen Olson, College, TT
   - Patricia Sink, School of Music Theater and Dance, TT

4. Number of Meetings 2014-2015: five

5. Summary of major activities or accomplishments (Box will expand as text is entered.)
   1. Revised the Constitution of the Faculty to allow tenured general faculty members to serve as Officers of the Senate.
   2. Revised the Constitution of the Faculty to clarify how committee vacancies are filed.
   3. Revised the Constitution of the Faculty to remove the requirement that committees of the Senate submit their procedures to the Senate for approval.
   4. Facilitated a campus-wide discussion of our Annual and Post-Tenure Review policies, and revised the Annual and Post-Tenure Review Policy for Faculty.

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)
   The charge to the committee should be reviewed and revised during 2015-2016. Suggested draft revisions are included, below. These revisions have not been reviewed by the Faculty Government Committee.
1. Committee Name: Faculty Government Committee

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)

It would be good to hold training sessions for the Senate on the Constitution of the Faculty and the operation of the Senate. It would be best if these could be held at the beginning of the academic year.

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Patricia Sink

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link:
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Response:

Faculty Government Committee

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

Membership: Four (4) voting members of the General Faculty, plus one (1) Senator
Faculty Grievance Committee 2014 – 2015 Annual Report to UNCG Faculty Senate

Membership: Carmen Sotomayor – COLL
Melanie Carrico – BUS
Julie Hersberger – EDU
Jeff Milroy – HHS
Marjorie Bagley – MTD
Don Kautz – NUR - chair
Mark Schumacher – UNIV LIB
Anthony Taylor – Senate Liaison

All committee members actively served during the 2014-2015 academic year.

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

No grievances were formally filed with the committee. The committee met twice during the academic year. On September 23rd, the committee met so that everyone could meet each other, and we reviewed the purpose of the committee. On February 4, 2015, Alan Boyette, Vice Provost presented a primer to the committee on the committee role, responsibilities and procedures.

Respectfully submitted, April 8, 2015
Don Kautz, Chair
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM  
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**Send report to:** Spoma Jovanovic (s_jovano@uncg.edu) Faculty Senate Chair  
and Mary Lea Wolfe (mlwolfe@uncg.edu)

1. Committee Name: Faculty Promotions & Tenure Guidelines Committee

2. Committee Chair Name (2014-2015): Spoma Jovanovic, Faculty Senate Chair

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)  
Rich Fabiano, COLL, Tenured  
Venkat Iver, BUS, Tenured  
Leila Villaverde, EDU, Tenured  
Elizabeth Van Horn, NUR, Tenured  
Christine Fischer, UNIV LIB, Tenured  
Guy Capuzzo, MTD, Tenured (absent from the 1 meeting)  
Vacant, HHS

4. Number of Meetings 2014-2015: One (1)

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

Review of various department processes and policies with suggestions to address current issues in unit reviews and long-term success (detailed in recommendations section)
1. Committee Name: Faculty Promotions & Tenure Guidelines Committee

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)
   No unfinished business.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)

   * Encourage units to be more efficient with language in evaluate if warranted by referencing letters presented in earlier levels of review (ex: Having reviewed the documents presented by XXX, we concur with the assessment provided. We further highlight the following features of the dossier….”).

   * We agreed that 2-5 pages of candidate narrative for each of the three major categories of work (research, teaching, service) is sufficient to produce an understanding the candidate’s work when combined with other supporting documentation as required.

   * It’s important that each unit have a unit-based timeline for P & T, prepared by the Dean (models are available from the College of Arts & Sciences and School of Education).

   * All units should provide feedback/documentation that is generated for annual reviews into the P & T documents. A change in wording for policy in the annual reviews may be necessary (see III.G referencing Section III.E).

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016)
   Anne Wallace, Faculty Senate Chair

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
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   Response:
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Send report to: Spoma Jovanovic ([s_jovano@uncg.edu](mailto:s_jovano@uncg.edu)) Faculty Senate Chair and Mary Lea Wolfe ([mlwolfe@uncg.edu](mailto:mlwolfe@uncg.edu))

<table>
<thead>
<tr>
<th>1. Committee Name: Faculty Teaching &amp; Learning Commons Cmte</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Committee Chair Name (2014-2015): Lynda Kellam (TT – Univ Lib)</td>
</tr>
<tr>
<td>3. Committee Members, units, and status (TT or NTT): Jay Lennartson (TT - College), Bill Harden (TT - Bryan), Nora Bird (TT - Edu), Sudha Shreeniwas (TT - HHS), Carole Ott (TT - MTD), Linda McNeal (NTT - NUR), Ian Beatty (TT – Faculty Senate); non-voting members – Frances Clerk &amp; Ben Ramsey</td>
</tr>
<tr>
<td>4. Number of Meetings 2014-2015: 3 full committee; 2 sub-committees</td>
</tr>
<tr>
<td>5. Summary of major activities or accomplishments: Initially we discussed the changes in the FTLC and the need to shift the focus of the committee or disband. We decided to change the description of the mission and title slightly. The primary change is to include the Faculty Senate Scholarship administration in the committee’s work. Our primary activity focused on establishing procedures for the Faculty Senate Scholarship and soliciting applications from undergraduates. We will report recommendations for the scholarship to the Senate in May. We also discussed issues related to student technology use in the classroom.</td>
</tr>
<tr>
<td>6. Unfinished business/issues to be addressed in 2015-2016: We would like to have a faculty forum on technology use in the classroom. We'd like it to address two issues: 1) the recording of classroom interactions and lectures especially in regards to controversial topics and the kinds of protections in place for faculty; and 2) potential harassing situations with technology. We'd like to have a panel discussion with Dean of Students, Legal Counsel, Academic Affairs (Alan Boyette), and a representative from SGA. The goal would be to clarify existing protections/policies and discuss what policies are still needed.</td>
</tr>
<tr>
<td>7. Recommendations for Senate leadership to consider: With the changes in the structure of the FTLC/UTLC and with Ben leaving, there are many questions about the future of the committee. We would like support for the Faculty Scholarship to continue, so that should be considered if the committee is changed.</td>
</tr>
<tr>
<td>8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Nora Bird</td>
</tr>
</tbody>
</table>
9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.
Response:

We have a new title and charge. The title change reflects the change of the FTLC’s name. The new charge reflects the addition of the scholarship to our work. The committee approved both.

University Teaching and Learning Commons Committee

The committee shall serve as an advisory body to the University Teaching and Learning Commons (UTLC). In consultation with the Director of the University Teaching and Learning Commons, the Committee shall provide recommendations to the UTLC, the Faculty Senate, and the University administration about matters of faculty professional development. As an expression of the importance of teaching and learning, the committee will administer the Faculty Senate Scholarship and recommend candidate(s) to the faculty senate for approval.
In accordance with the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

1. Committee Name: General Education Council

2. Committee Chair Name (2014-2015): JONATHAN ZARECKI (CAS – Classical Studies)

3. Committee Members, units, and status (TT or NTT):
   Stuart Allen (BSBE – TT)
   Jamie Anderson (CAS – TT)
   Pam Kocher Brown (HHS – TT)
   Greg Carroll (SMTD – TT)
   Liam Duffy (CAS – TT)
   Jennifer Feather (CAS – TT)
   Stephanie Kurtts (SOE – TT)
   Jessica McCall (CAS – NTT)
   Angela Newman (SON – NTT)
   Jan Rychtar (CAS – TT)

4. Number of Meetings 2014-2015: 10, with 4 cancelled for lack of a quorum or actionable items. The Council held 1 meeting with the GLT, GFA, and GPR recertification subcommittees. The Council’s Assessment subcommittee met 4 times.

5. Summary of major activities or accomplishments.
   1. The Council reviewed and approved 21 courses for GEC categories and markers; the WI Committee reviewed and approved 11 courses; the SI Committee reviewed and approved 16 courses.
   2. The Council recertified 9 courses for the GMT category.
   3. The Council will be voting on the revised SLOs for the GPR and GFA categories at its meeting on April 13. Recertification of these categories will begin in FA15.
   4. The Council hosted Dr. Ashley Finley (AAC&U) in FA14 as part of the pilot use of the AAC&U VALUE rubrics for assessing written communication, critical thinking, and
1. Committee Name: **General Education Council**

information literacy in the general education program. Approximately 24 faculty participated in the Assessment workshop in January 2015. Assessment data from this workshop will be made available to the General Faculty at the end of Spring 2015.

5. The Council has begun a comprehensive review of its by-laws and membership.

6. Two members of the Council (the Chair and the representative from HHS) served on the Provost’s Taskforce on Curricular Change Processes.

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)

1. The recertification of the GNS category was not completed. This will need to be completed in time for changes, if any, to be incorporated into the Bulletin for 2016-2017. A new chair of the GNS Subcommittee may need to be appointed in order to facilitate the timely completion of this work.

2. Continue the recertification of GLT, GFA, and GPR categories.

3. Continue to refine the process by which courses may be added to and recertified for the General Education Program.

4. Establish effective procedures for the review of SI and WI transfer petitions. It may also be advisable to establish written charges for the WI and SI Committees, as there is no indication that the Communication Across the Curriculum will be revived in 2015-16.

5. Establish the Council’s role in petitions for waivers of General Education and University requirements, if desirable or practical.

6. Revise the General Education Program requirements as needed to maintain compliance with General Administration mandates regarding student learning and core competencies.

7. Improve resources for faculty development with regards to the teaching of general education courses.

8. Resolve the discrepancies between General Education requirements with WI and SI and University requirements for the same, and revise the Undergraduate Bulletin as needed.

7. **Recommendations for Senate leadership to consider:** (Box will expand as text is entered)

The recommendations of the Provost’s Taskforce on Curricular Change Processes will likely include a suggestion to move the General Education Council under the UCC and that the Council’s members are elected from the General Faculty, not appointed by the Provost on the recommendation of the unit Deans.

Curricular deadlines (i.e. for submission of curricular proposals to the UCC, GSC, and GEC) should announced as early as possible for the Fall 2015 and Spring 2016 semesters.

In light of the implementation of system-wide assessment of competencies (written communication and critical thinking) the Senate Leadership and the Council may wish to examine national trends in general education and our internal assessment data to determine if it would be better for our students to move to a competencies-based general education program instead of a content-based program as we currently have.

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): David Carlone (CAS – CST)
9. **OPTIONAL:** Please review the information on your committee as it appears in the *General Faculty Constitution and Faculty Senate Bylaws* (pp. 13-23) at the following link: [http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf](http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf)

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

**Response:**

The Council has begun a comprehensive review of its by-laws and membership. Deliberations are on-going, and recommendations will not be available until after the last meeting of the semester on April 27. To the best of the Chair's knowledge, the Council has been operating in concert with the charge and description in the Constitution of the Faculty and with the by-laws found in the Curriculum Guide.

However, the Council is **not** an advisory committee appointed by the Faculty Senate Electoral Division as is written in the Constitution (but see above under #7). Members are currently appointed by the Provost for three-year terms.
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
2014-2015

In accordance the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

1. Committee Name: **Intercollegiate Athletics Committee**

2. Committee Chair Name (2014-2015): Ambrose Jones

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
   - BUS - Ambrose Jones, Chair (TT);
   - COLL - Jeff Colbert (NTT);
   - EDU - Craig Cashwell (TT);
   - HHS - Scott Ross (TT);
   - JSNN - N/A;
   - MTD - Chip Haas (TT);
   - NUR - Jacqueline DeBrew (NTT);
   - UNIV LIB - Beth Ann Koelsch (TT);
   - SENATE LIAISON - Anna Craft (TT);
   - EX OFFICIO - Faculty Rep to NCAA, David Wyrick (TT);
   - ADJUNCT MEMBERS: Director of Athletics Kim Record; Associate Director of Athletics for Student Welfare - Jennifer Sansevero;
   - STUDENT REPRESENTATIVES:
     - SAAC - Roy Dixon;
     - SGA - Nahkeya Spencer;
     - GSA - Quinn Morris

4. Number of Meetings 2014-2015: Five
1. Committee Name: **Intercollegiate Athletics Committee**

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

FCIA met five times during the 2014-15 academic year, although several committee members met informally at various other times throughout the year. Our activities included the following:

• Review and discussion of the Committee’s charge as contained in the General Faculty Constitution and Faculty Senate Bylaws, as well as clarification on FCIA membership. We debated the oversight and monitoring role of the committee and how best to formally document that process, but no changes were approved.

• Discussed recommendations from the UNC Board of Governors regarding intercollegiate athletics in North Carolina and concluded that there are issues in the report requiring oversight by FCIA. We decided that this should be accomplished by obtaining tangible evidence (rather than through verbal reports) from members of the Athletics Department. This will be a future initiative of FCIA.

• Obtained email listings of student athletes (SAs) for committee members to use when communicating with them to facilitate the registration process (so as to avoid conflicts with travel schedules and to avoid missed classes). Each FCIA member representing an academic unit was urged to contact SAs in their respective unit to remind them of deadlines and with an offer to assist in coordinating registration and with career advice.

• Members participated in the recruiting process for prospective SAs by meeting with prospects and their parents about UNCG and our respective departments.

• Received reports from the UNCG Athletics Director (AD); the Associate AD for Academics & Student Development (Jen Sansevero) and the Faculty Athletics Representative (FAR) concerning issues affecting SAs and where FCIA could help.

• Participated in the Southern Conference (SoCon) Faculty Member of the Year Award and solicited nominations from faculty and presenting a candidate. This was coordinated by David Wyrick, and a faculty member was nominated for the award.

• Received a report from David Wyrick about the new SoCon academic exchange. Ideas were discussed about how UNCG could participate. The exchange is in the formation stage, so we will follow this in the 2015-16 academic year.

• Received a report from the Associate AD for Compliance (Jody Smith) concerning procedures for NCAA initial eligibility and the transfer process. The committee concluded that adequate procedures seem to be in place. In the future, FCIA will consider obtaining first-hand documentation to evidence the procedures being performed.

• Received reports from the Athletics Department concerning the results of surveys of SAs completed at the end of the 2013-14 academic year. Response rates were not large enough to draw clear conclusions. This was likely due to the survey not being administered until very late in the academic year and because it did not provide for
1. Committee Name: **Intercollegiate Athletics Committee**

Confidentiality of respondents. As a result, FCIA redesigned the survey and administered the 2014-15 instruments with appropriate changes. We enlisted the help of the Office of Assessment Evaluation and Research Services (OAERS) in the Educational Research Methodology department of the School of Education. At the time of this writing, the survey is in process.

6. Unfinished business/issues to be addressed in 2015-2016: *(Box will expand as text is entered)*

Completion of SA survey and analysis of results.

7. Recommendations for Senate leadership to consider: *(Box will expand as text is entered)*

Clarification of membership – see #9 below.

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Ambrose Jones

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

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

Response:

The description of Membership for FCIA as contained in the Bylaws contains redundancy and is ambiguous, e.g., the Faculty Athletics Representative by definition is also the chair of the Chancellor’s Advisory Committee on Intercollegiate Athletics (this is not clear in the current document, which makes it appear these are separate roles) and the term “adjunct” is currently used, but not defined in the General Faculty Constitution and Faculty Senate Bylaws. In order to be consistent with the wording and provisions of Article II, Section 2 of the General Faculty Constitution and to avoid redundancy and ambiguity, the following is proposed:

**Membership:** Voting: One (1) General Faculty member from each electoral division (excluding the JSNN, at their request); Non-voting: 1 Senator, 3 students (1 from the Student Athletic Association, 1 from the Student Government Association, 1 from the Graduate Student Association), ex officio – Faculty Athletics Representative to the NCAA (Chair of the Chancellor’s Advisory Committee on Intercollegiate Athletics), Director of Athletics, and Associate Director of Athletics for Student Welfare.
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
2014-2015

In accordance the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

1. Committee Name: Research Grants Committee

2. Committee Chair Name (2014-2015): Anthony Chow

3. Committee Members, units, and status (TT or NTT):
   - Alice Haddy (COLL; Tenured)
   - Venkat Iyer (BUS; Tenured)
   - Anthony Chow (SOE; Tenured)
   - Danielle Swick (HHS; TT)
   - Vince Henrich (JSNN; Tenured)
   - Elizabeth Keathley (MTD; Tenured)
   - Heidi Krowchuk (NUR, Tenured)
   - Marianne LeGreco (Senate Liaison)

   Ex Officio:
   - VC Research & Econ Development Terri Shelton
   - Chair of Research Policies Debbie Kipp

4. Number of Meetings 2014-2015: Two Committee Meetings, Eight sub-committee meetings

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

We had a busy year. Terri Shelton, Debbi Kipp (research policy), and I met in the fall to plan out how best to allocate funds for two separate programs: New and Regular Faculty Grants and Faculty First Grants.

We organized ourselves into four sub-committees: Social and Behavioral Science (SBS), Arts & Humanities (A&H), Physical and Natural Science (PNS), and Creative and Performing Arts (CPA).

For New and Regular Faculty Grants we received 68 grant proposals, which broke down into:

- 20 NFGs ($99,000 requested; $50k allocated)
- 48 RFGs ($287k requested, $60k allocated)

For Faculty First Grants we received 105 proposals with $525k requested, $160k allocated.
1. Committee Name: Research Grants Committee

In total for the new for both programs $911k in funding was requested and $270k funding was allocated, which is approximately 30%.

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered).

We will seek to continue streamlining the submission and review process next year.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)

The only concern I have was the timing of this year’s programs which put pressure on the faculty during the holiday and over Spring Break.

The NFG/RFG grants were due over the Christmas/New Year’s break, which I fear caused many faculty to be completing their grants taking away from rest and family. In addition, because of the tight turnaround on the requested review, our subcommittees were asked to review submissions at the very beginning of the spring semester, which also caused increased stress for faculty reviewers.

For the FF grants, they were due prior to Spring Break and then the reviews were due one week after Spring Break, which again caused a number of subcommittee reviewers to have to review proposals over their break.

My suggestion for next year would be to have the NFG/RFG program deadline be set for the end of October 2015 with reviews to be completed by the end of November and the FF grants to be due at the end of February with reviews due the week after Spring Break.

In this fashion both faculty submitting grants and faculty reviewing them will be avoiding scheduled breaks, which usually are badly needed :-)!

Thank you!

Anthony

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Anthony Chow

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: 
   http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
   Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.
   Response: We discussed this as a committee and it is appropriate as is at this time.
In accordance with the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. **This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.**

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

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

<table>
<thead>
<tr>
<th>1. Committee Name:</th>
<th>Research Policies Committee</th>
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<tbody>
<tr>
<td>2. Committee Chair Name (2014-2015):</td>
<td>Debbie Kipp</td>
</tr>
</tbody>
</table>
| 3. Committee Members, units, and status (TT or NTT): | Eugene Rogers,  
Prashant Palvia,  
Constance McKoy,  
Jie Hu,  
Mary Krautter,  
Donna Nash,  
Rick Bunch,  
Joseph Starnes,  
Laurie Gold,  
Joseph Starobin,  
Kimberly Kappler Hewitt |
| 5. Summary of major activities or accomplishments: | During fall semester, we first met with Vice Chancellor Shelton to discuss research priorities, research resources and support, and her vision for the future with budget projections for year. Our next meeting was with Provost Dunn to discuss strategic visioning for UNCG, with the focus on research. The Provost synthesized major points/key themes from the discussion and this was posted on the UNCG Strategic Planning and Visioning website (listed as Faculty Senate Research Policies Committee in the Strategic Planning Session Summaries link). We then spent the final meeting in fall and all three meetings in spring discussing how we can most effectively address ways to support and incentivize research at UNCG. We evaluated things that current work well to support research at UNCG and also challenges, concerns, and impediments. This discussion included several committee deliberations and a discussion with representatives from HRS, OSP and C&G. A final report with recommendations is currently being developed (and will be submitted to Terri Shelton probably mid-June). |
1. Committee Name: Research Policies Committee

6. Unfinished business/issues to be addressed in 2015-2016: nothing specifically identified; next year’s committee will determine priorities and goals

7. Recommendations for Senate leadership to consider: none at this time

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Kim Kapper Hewitt (EDU)

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link: http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
   Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.
   Response: No change is suggested at this time.
In accordance with the *Constitution of the Faculty* Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

### 1. Committee Name: Scholarly Communications Committee

<table>
<thead>
<tr>
<th>2. Committee Chair Name (2014-2015):</th>
<th>Beth R Bernhardt TT</th>
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<tr>
<th>3. Committee Members, units, and status (TT or NTT):</th>
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<tbody>
<tr>
<td>Talia Fernos TT, Paul Steimle TT, David Upton TT, Kimberly Hewitt TT, Paige Hall Smith TT, Susan Hensley-Hannah TT, Jame Gwynn TT, Bill Karper TT, Adam Ricci TT, Michael Young NT, Terri Shelton ?, Lisa Goble NT, Kathleen Forbes NT</td>
</tr>
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<th>4. Number of Meetings 2014-2015:</th>
<th>3</th>
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<tr>
<th>5. Summary of major activities or accomplishments:</th>
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<tr>
<td>The committee sponsor a Fall Forum on October 23rd 2014 in the Kirkland Room in the Elliot University Center. The forum topic was on Open Educational Resources. Our guest speaker was Nicole Allen, Director of Open Education for the Scholarly Publishing and Academic Resources Coalition. She discussed the issues of high cost of textbooks and alternatives that are available. After her talk Beth Bernhardt moderated a panel that responded to questions Nichole brought up. The panel participants were, Brad Light, Manager UNCG bookstore, Wade Maci, Senior</td>
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1. Committee Name: Scholarly Communications Committee

Lecturer Department of Philosophy, Mike Millus student representative. After the Forum the Office of Provost and University Libraries announced a new initiative the OER mini grants. 10, one thousand dollar grants will be given out to faculty who are interested in changing their course materials to open educational resources or library materials, or creating their own. The grants are due on April 24th and will be reviewed my several committee members. The grant recipients will work with the library and report back at the end of the Fall semester of 2015.

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)
Work on Forum for Fall 2016. Track the success of the OER mini grants.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Beth Bernhardt, Chair

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link:
http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.
Response:
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
2014-2015

In accordance the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

1. Committee Name: Online Learning Committee

2. Committee Chair Name (2014-2015): Wade Maki & Beth Bernhardt

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
   Malcolm Schug COLL TT
   Jeff Sarbaum BUS NTT
   Kerri Richardson EDU TT
   Dan Perlman HHS TT
   Gregg Carroll MTD TT
   Lynne Lewallen NUR TT
   Beth Bernhardt LIB TT
   Wade Maki COLL/Senate NTT

4. Number of Meetings 2014-2015: 4 as of March 22

5. Summary of major activities or accomplishments (Box will expand as text is entered.)
   This year we investigated the value of adopting Quality Matters for Online courses (QM). After hearing from local experts and exploring alternatives the committee decided to prepare a proposed pilot of QM.

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)
   This spring DCL purchased the QM rubric but a pilot would require funds to train faculty in how to use it. The UTLC was identified as one entity that could administer a QM pilot. As of March 2014 details of funding, participation, and operation of a pilot have not been finalized enough to bring a resolution to the Senate.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)
   Endorsing a pilot of 3-5 years whereby a faculty team would be trained in the QM certification process. This team would then be available for those faculty who wish to seek QM certification. The metric for success would be how valuable the faculty found the QM certification process (did it identify real areas of improvement in their courses?). This could
then inform the Senate about recommending full adoption of QM for online courses.

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Currently all voting members terms are expiring. The Committee on Committees is looking to extend the terms of half of the members by one year. As soon as these terms are extended a chair will be elected from the continuing members.

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

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

Response:
We have a very broad charge (anything relating to online instruction), but in practice this often overlaps with other committees (Academic Policies & Regs for example). It appears that for us to do anything we are expected to seek their approval first, but things which other committees do that affect online instruction are not run by us first. This committee also has a large number of ex officio members. While this is only an advantage to the committee it may not be the most efficient use of all ex/officio members time.
In accordance with the *Constitution of the Faculty* Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. *This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.*

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

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

1. Committee Name: Student Learning Enhancement Committee

2. Committee Chair Name (2014-2015): Kathleen Williams

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
   All members are TT except as noted:
   - College of Arts & Sciences:
     - Kimberlianne Podlas
     - David Remington
     - Jerry Walsh
     - Fabrice Lehoucq
     - Jon Zarecki (Gen Ed Liaison)
   - Bryan School:
     - Vas Taras
     - HHS
     - Kathy Williams (SLEC Chair)
   - MTD
     - Ashley Barret
     - NUR
     - Kay Cowen NTT
   - University Libraries
     - Jenny Dale
     - Office of Assessment (ex officio)
     - Jodi Pettazzoni
     - Terry Brumfield

4. Number of Meetings 2014-2015: 5

5. Summary of major activities or accomplishments (Box will expand as text is entered.)
1. Committee Name: Student Learning Enhancement Committee

Analysis of 2013-14 Assessment Reports:
Meets expectations: 97 (54%)
Approaching Expectations: 44 (24%)
Does not meet Expectations: 39 (22%)

Reports that do not meet expectations typically are missing 1) findings for 2013-14 and/or 2) action plans for 2014-15.

2 SLEC Awards made:
--BA in Religious Studies
--BA in International and Global Studies

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)

In our final meeting, we determined that we would fully assess the 83 programs that approached or did not meet expectations (2014-15 cycle). All 180 programs will be asked to enter data, but only these 83 will be assessed. The remaining 97 will be formally assessed in 2015-16.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Kathleen Williams

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

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

Response:
The only needed change is to section d (pg 22): ‘do make recommendations to the Associate Provost for Planning and Assessment for actions to improve UNCG’s efforts to enhance student learning.’ Of course, this position no longer exists at UNCG. The Committee works closely with the Director of Assessment on these matters; much of this function is covered adequately under part c.
In accordance the *Constitution of the Faculty* Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. **This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.**

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

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

1. **Committee Name:** Promotions & Tenure Committee of Senate

2. **Committee Chair Name (2014-2015):** Spoma Jovanovic, Faculty Senate Chair

3. **Committee Members, units, and status (TT or NTT):** (Box will expand as names are entered.)
   - Jim Deng, COLL, Tenured
   - Jim Carmichael, EDU, Tenured
   - Ellen Haskell, COLL, Tenured
   - Ron Morrison, HHS, Tenured
   - David Ayers, EDU, Tenured
   - Joseph Starobin, JSSN, Tenured

4. **Number of Meetings 2014-2015:** 3

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

   First meeting: Review of promotion and tenure dossiers that either did not have unanimity at the unit levels of review or were cases for early promotion and/or tenure.

   Second meeting: Following the on-line review of all dossiers by all committee members prior to the meeting and deliberation surrounding the draft reports (using a template that has successfully been used for several years now by this committee to ensure consistency of presentation) at the meeting, some minor changes were made toward the development of final reports. All final reports and talking points about the process were reviewed by all committee members and approved via email.
1. Committee Name: Promotions & Tenure Committee of Senate

Third meeting: Meeting with Provost/Chancellor to review process and learn of Provost and Chancellor final decisions on P & T cases under review. Fourth meeting: A previously scheduled fourth meeting (per routine process) was cancelled since all committee work had been completed.

6. Unfinished business/issues to be addressed in 2015-2016: (Box will expand as text is entered)
No unfinished business.

7. Recommendations for Senate leadership to consider: (Box will expand as text is entered)
* For candidates opting for an early decision in their P & T process, we recommend that ample written justification be offered to explain why a candidate should be so considered. Providing such documentation will be helpful in light of the continued scrutiny our universities are facing.
* Dossiers would benefit from providing adequate framing of context and disciplinary norms.
* We recommend that UNCG more clearly explain the risks of an early decision, explaining that if a candidate is turned down, s/he cannot submit a dossier for review the following year. This information should be noted in University and other levels of P & T guidelines.
* Letters concerning early promotion and/or tenure agreements should be included in dossiers, as applicable.

8. Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016): Anne Wallace, Faculty Senate Chair

9. OPTIONAL: Please review the information on your committee as it appears in the General Faculty Constitution and Faculty Senate Bylaws (pp. 13-23) at the following link:
http://facsen.uncg.edu/Content/Constitution%20of%20the%20Faculty.pdf
Indicate any discrepancy between how you have been operating and the charge/description listed as well as membership composition.

Response:
SENATE & FACULTY COMMITTEE ANNUAL REPORT FORM
2014-2015

In accordance the Constitution of the Faculty Articles III (Powers and Duties of the Faculty Senate) and IV (Boards and Committees of the General Faculty), faculty committees, and the Faculty Assembly shall report to the Faculty Senate for action and shall submit annual reports to the Senate by the end of April each academic year. This year, since we are meeting on April 10, 2015, we ask that you have a draft or final annual report ready then.

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

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

1. Committee Name: Undergraduate Curriculum Committee

2. Committee Chair Name (2014-2015): Nicole Dobbins, School of Education

3. Committee Members, units, and status (TT or NTT): (Box will expand as names are entered.)
Frank Donaldson, College of Arts & Sciences; NTT
Etsuko Kinefuchi, College of Arts & Sciences; TT
Watson Jennison, College of Arts & Sciences; TT
Steve Layson, Bryan School of Business & Economics; TT
Nicole Dobbins, School of Education; NTT
Donna Duffy, School of Health and Human Sciences; NTT
Janet Lilly, School of Music, Theatre, and Dance; TT
Connie Rankin, School of Nursing; (?)
Deb Bell, Faculty Senate Liaison; TT
Karen Grigg, University Libraries NTT

4. Number of Meetings 2014-2015:

5. Summary of major activities or accomplishments (Box will expand as text is entered.)
*Three major issues addressed by the UCC this academic year dealt with the curricular process for non-academic programs; adherence to the newly established fall and spring curriculum deadlines; and approval of routine course change for online course delivery with submission of syllabus.

6. Unfinished business/issues to be addressed in 2015-2016

The last meeting of the year will be April 17, 2015.
1. Committee Name: **Undergraduate Curriculum Committee**

7. **Recommendations for Senate leadership to consider:** *(Box will expand as text is entered)*

   The Senate should address the relationship between the UCC and the General Education Council by updating UCC’s Charge. This issue has been raised for several years.

   An existing UNCG sponsored program, Beyond Academics, submitted request to gain approval to issue official transcripts to program participants. Senate may need to consider a protocol for curriculum proposals originating in non-academic programs that do not have established unit-level curriculum committees.

8. **Committee Chair for 2015-2016 (July 1, 2015-June 30, 2016):** Frank Donaldson, **College of Arts & Sciences**

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

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

   **Response:**

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

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

## Approved 2014-2015

<table>
<thead>
<tr>
<th>School or Department</th>
<th>Course Title</th>
<th>Date Approved</th>
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<tbody>
<tr>
<td><strong>College of Arts and Sciences</strong></td>
<td>ATY 361 Methods in Biological Anthropology (Amended)</td>
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<tr>
<td><strong>Anthropology</strong></td>
<td>ATY 377/SOC 377 Disaster, Self and Culture (New)</td>
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<td><strong>Anthropology</strong></td>
<td>ATY 301 Witch Hunts and Legal Anthropology (New)</td>
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<td><strong>Anthropology</strong></td>
<td>ATY 304 Anthropology Through Film (New)</td>
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<td><strong>Anthropology</strong></td>
<td>ATY 400 Cults and Conspiracy Theories (New)</td>
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<td><strong>Art</strong></td>
<td>ART 459 Sculpture/Ceramics Capstone (New)</td>
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<td><strong>Bachelor of Arts in Liberal Studies</strong></td>
<td>SSC 350 Inequality in a Changing World (New)</td>
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<td><strong>Biology</strong></td>
<td>BIO 519 Introduction to Nanotechnology (Amended)</td>
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<td><strong>Classical Studies</strong></td>
<td>LAT 314 Love and Sex in ancient Rome (New)</td>
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<td>CSC 510 Big Data and Machine Learning (New)</td>
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<td>ENG 235 Science Fiction (Amended)</td>
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<td><strong>English</strong></td>
<td>ENG 357 Modernism (New)</td>
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<tr>
<td><strong>History</strong></td>
<td>HIS 322 American Indian History: 1840 to the Present (New)</td>
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<tr>
<td><strong>History</strong></td>
<td>HIS 323 American Indians and Nature (New)</td>
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<td><strong>History</strong></td>
<td>HIS 319 Sugar, Soccer, Samba: History of Brazil (New)</td>
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<tr>
<td><strong>Languages, Literatures, and Cultures</strong></td>
<td>LLC 250 Global Cultures Through Film: Angles of Vision (New)</td>
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<td><strong>Mathematics and Statistics</strong></td>
<td>MAT 465 Student Teaching and Seminar – Secondary Mathematics (New)</td>
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<td><strong>Mathematics and Statistics</strong></td>
<td>MAT 405 Foundations of Mathematics for Teaching I (Amended)</td>
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<tr>
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<td>MAT 406 Foundations of Mathematics for Teaching II (Amended)</td>
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<td><strong>Religious Studies</strong></td>
<td>REL 370 Religions of Iran: Selected Topics (New)</td>
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<td>CRS 570 Apparel Brand Management (New)</td>
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<td><strong>Management</strong></td>
<td>MGT 400 Cybersecurity Management (New)</td>
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<td><strong>Marketing, Entrepreneurship, Hospitality, and Tourism</strong></td>
<td>STH/CTR 450 Service Management (Amended)</td>
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<tr>
<td>Counseling and Educational Development</td>
<td>CED 393 Adult Violence and Victimization (New)</td>
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<td>Specialized Education Services</td>
<td>SES 481 Instructional ASL for Educating Deaf Students (New)</td>
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<td>SES 244 Cognitive Processing Skills for Interpreting (New)</td>
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<td>SES 446 Working with Diverse Deaf Populations (New)</td>
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<td>Teacher Education and Higher Education</td>
<td>TED 580 Education in Global Settings (New)</td>
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<td>TED 335 Integrated Reading Instruction (Amended)</td>
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<td>TED 223 Mathematics for Teaching Middle Grades (New)</td>
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<td>TED 224 English Language Arts Concepts for Middle Graders Teachers (New)</td>
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<td>School of HHS</td>
<td>HHS 135 Design Your Life II: Create meaningful Experiences Through Coaching (New)</td>
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<td>CTR 544 Recreation, Parks and Health (New)</td>
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<td>PCS 308 Negotiation (Amended)</td>
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<td>PCS 318 Facilitation and Mediation (Amended)</td>
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<td>HEA /ENT 307 Topics in International Health (Amended)</td>
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<td>HEA 312 Public Health and Healthcare Systems in the US (New)</td>
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<td>HEA 350 Race, Ethnicity and Health (New)</td>
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<td>HEA 333 Health of Women (Amended)</td>
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<td>HEA 347 Health Problems of Lower Income Groups (Amended)</td>
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<td>MUP 184 Beginning Ukulele (New)</td>
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<td>DCE 562 Advanced Study in Somatic Practices (New)</td>
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<td>DCE 341 Dance Kinesiology and Applied Teaching Practices (New)</td>
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<td>DCE 355 Laban Movement and Analysis (New)</td>
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<td>DCE 505 Contemporary Dance: Aesthetic and Cultural Practice (Amended)</td>
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<td>NUR 395 Transition to Civilian Nursing (New)</td>
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<tr>
<td>Foundations for Learning</td>
<td>FFL 115 Reclaim, Regain, and Recover (New)</td>
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<td>Course Code</td>
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<td>CTP 104</td>
<td>Principles of Advocacy (New)</td>
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<td>CTP 257</td>
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<td>Getting the Job- Job Development</td>
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Experimental Courses:

**September 5, 2014**
Educational Research Methodology
ERM 405 Measurement and Assessment in Teaching

**October 3, 2014**
Anthropology
ATY 301 Witch Hunts and Legal Anthropology
Dance
DCE 589 Screen Dance
Languages, Literatures, and Cultures
LLC 250 Global Cultures Through Film: Angles of Vision
LLC 589 Community-Based Service Learning
Students First Office
FFL 115 Reclaim, Regain, and Recover

**November 7, 2014**
Community and Therapeutic Recreation
CTR 489 Special Topics in Parks, Recreation, and Health
Health and Human Services
HHS 126 Vision and Purpose in Action
HHS 130 Meditation for Life

**December 5, 2014**
Peace and Conflict Studies
PCS 589 Dynamism of War and Terrorism: The ISIS and War in Ukraine

**January 9, 2015**
Health and Human Sciences
HHS 126 Personal and Academic Success in HHS (approved by J. Dale 12/13/13)
HHS 130 Meditation for Life (approved by J. Dale 12/13/13)
HHS 250 Spirituality and Entrepreneurship (approved by J. Dale 12/13/13)
Music, Theatre and Dance
MTD 589 Continued Study in the Alexander Technique for Performers (approved by J. Dale 12/12/13)

**February 6, 2015**
Health and Human Sciences
HHS 589 Exploring Intersections of Latino Individual, Family and Community Life
Nursing
NUR 211 Application of Concepts of Nursing

**March 6, 2015**
Biology
BIO 100 Orientation to the Biology Major
Music, Theatre and Dance
DCE 589 Developmental Somatics: Dance, Observation and Embodiment
DCE 589 Capoeira History and Practice
THR 340 Scenic Automation and Technology
THR 481 Creating Theatre Within a Global Community
Media Studies
MST 319 Global Media Culture

**March 27, 2015**
Peace and Conflict Studies
PCS 589B War, Morality, and Justice
Anthropology
ATY 400 Cults and Conspiracy Theories

**April 17, 2015**
Kinesiology/Entrepreneurship
KIN/ENT 589 Sport Coaching Concepts and General Principles
Mathematics and Statistics
STA 589 Applied Probability Models
September 5, 2014
Authorization to Establish a New Degree Program
SMTD - Bachelor of Arts in Arts Administration

New Business
Beyond Academics - The courses are designed for students with intellectual disabilities, learning differences, and cognitive challenges. SACSCOC has been notified of the program and Department of Education has approved the program to receive financial aid for its students, however, they must have an official transcript. The administrators of Beyond Academics would like for the students to receive a letter grade with hours earned on the transcript, but the Registrar's Office stated that the students could only receive P/NP on the official transcript and what appears in genie because they are not degree seeking students. P/NP would show hours earned. The recommendation is that two transcripts be generated, one with P/NP and hours earned and one unofficial transcript with actual grades. The committee will review the proposed courses for possible action at the October meeting.

Semi-annual Curriculum Report from LIHC – The report was reviewed and accepted

October 3, 2014
Integrative Community Studies
Chair Nicole Dobbins updated the committee on a meeting that was held on October 1st regarding transcripts for the students enrolled in Beyond Academics.
The following decisions were made:
• An academic record with grades, rather than an official transcript, will be printed for the students.
• The CTP courses will continue to be reviewed by the UCC
• A formal review committee will be created by the Comprehensive Training Program (Beyond Academics).
• There will be a separate section in the Undergraduate Bulletin with a description of the program and a listing of all courses.
• The CTP courses will be restricted to CTP students. The registration will be blocked in Banner so that only administrators in Beyond Academics can register students for the classes.
  (Lilly, Duffy)

November 7, 2014
Notification of Intent to Plan a New Distance Education Degree Program & Request for Authorization to Establish a New Degree Program
(Appendix F)
  RN to BSN approved to forward to General Administration

December 5, 2014
New Degree Completion Program
Special Programs in Liberal Studies
  Professional Studies Concentration

January 9, 2015
Request for Authorization to Establish a New Degree Program
Psychology
  Bachelor of Science in Psychology

February 6, 2015
Program Discontinuation
  Biology – B.S. Biology, Secondary Education
Committee voted to support a four (4) year moratorium for academic programs
Requests for New Concentrations
  Nursing – Veteran’s Access Program (VAP).
  Biology – B.A. Biology-Comprehensive Science High School Teaching Licensure, and B.S. Biology – Comprehensive Science High School Teaching Licensure

March 27, 2015
Program Discontinuation
  Biology – B.A. Biology, Secondary Education
Program Moratorium
  Sociology – Social Problems in a Global Society
April 17, 2015
New Concentration
Teacher Education Higher Education – Middle Grades (BS)