

Summary of Annual Reports of the Senate Committees and General Faculty Committees for 2010-2011

Annual reports were solicited from three (3) Senate committees and twenty (20) faculty committees in a format intended to capture information on the number of meetings held, names of committee members, a summary of major activities or accomplishments for 2010-2011, unfinished business – if any, and recommendations for the incoming Senate Leadership to consider. A summary of each committee report is given below. Full-length, individual reports can be provided by the Faculty Senate office.

Academic Computing Committee

- Summary of major activities or accomplishments
 - Throughout the year, the Academic Computing Committee (ACC) worked with ITS on a number of campus-wide computer hardware and software initiatives including AD/GCN migration and new Gmail services. Faculty and staff across campus provided feedback about these services to ACC committee members and ITS posted responses to these questions and concerns on their website.
Keeping in touch with graduating students through initiatives such as “email for life” was discussed with staff from University Advancement. A new question was added to the Graduating Senior Survey to assist in finding the best way to track students upon graduation from UNCG.
In addition, there were numerous discussions about the student laptop initiative and adding a consumer grade computer to the laptop options for students.
- Unfinished business or issues to be addressed in 2011-2012
 - Need for follow-up on the student laptop initiative and tracking students once they’ve graduated from UNCG
 - Zhi-Jun Liu was elected chair for the 2011-2012 academic session

Academic Policies & Regulations Committee

- Summary of major activities or accomplishments
 - Academic Policies and Procedures met four times during the academic year 2010-11.
 - September meeting: new committee members were welcomed and the purpose and procedures of the committee were explained. Meeting dates were set for October and a possible date for November (in case it was necessary). Two policy issues were discussed: the necessity to pass six hours to continue enrollment and the academic renewal policy. The committee advised Robert Ross ways that he could change those policies to accomplish the ends he was seeking.
 - October Meeting: There was an extended discussion on selling class notes on line. The committee voted that this practice was acceptable. Two other issues occupied the rest of the meeting: the academic renewal policy and absences for religious observances. The committee struggled with the wording on the renewal policy and made some recommendations for Robert Ross. The absences for religious observances was discussed, but the committee felt that faculty did not have it in their power to regulate a full year’s worth of religious observance absences since they normally only see students for a single semester. The committee also heard Kelly Rowett James’ proposal on a student absence policy.

- February Meeting: The academic renewal policy came back to the committee for a final wording check. The committee engaged in testing the logic of the recommendation & suggested some wording. Karen Heywood appeared before the committee to ask that physical activity course limits be raised for KIN majors. Given their focus, the committee voted that they should be allowed 12 hours of physical activity courses. The religious observance absence issue was discussed again, and again no consensus recommendation was reached. The number of hours of special topics acceptable for a major was also on the agenda. This discussion was initiated with a memo from Moses Acquah, the chair of the UCC. The committee members were unanimous that this issue would have to have a special senate subcommittee to settle it as it has major implications for several departments, especially African American and Women's Studies. The last item on the agenda was the academic calendar. This was presented by Kelly Rowett-James and approved by the committee.
- April Meeting of the committee began with discussion of aligning UNCG undergraduate admissions with the policy set by GA A new chairperson was elected for the 2011-12 academic year, Maura Heyn from Classical Studies
- Unfinished business or issues to be addressed in 2011-2012 – N/A

Budget Committee

- Summary of major activities or accomplishments
 - The committee met with Alan Boyette at our first meeting to get a general understanding of how the budget works at UNCG. We then decided that, based on the faculty survey results from spring 2010 that the budget processes were not always perceived as transparent, that we would write a resolution to reaffirm the core values of the University for inclusive, collaborative, and transparent processes for budgetary decisions. With very few changes, the resolution passed the senate on April 6. As committee chair, Carrico also served on the Chancellor's Budget Sounding Board and met with Steve Honeycutt once to better understand funding sources.
- Unfinished business or issues to be addressed in 2011-2012
 - No unfinished business.

Bylaws Committee of the Senate

- Summary of major activities or accomplishments
 - The Bylaws Committee did not meet in 2010-2011.
- Unfinished business or issues to be addressed in 2010-2011
 - None at this time.

Committee on Committees

- Summary of major activities or accomplishments
 - Committee members worked in their units during the fall to hold elections for positions with a 2011-2014 term; they sought replacements for fall and spring mid-term vacancies. The annual general faculty at-large election was held in the spring for committee member terms that run 2011-2014. All but one position was successfully filled.
- Unfinished business or issues to be addressed in 2011-2012.
 - Committee on Committee members will assist in finalizing the roster for the 2011-2012 academic year and in notifying committee chairs of the membership of their committees.

Due Process Committee

- Summary of major activities or accomplishments
 - Held one due process appeal in September which was initiated in April, 2010 but due to summer schedules, it was not possible to hold the hearing until September.
Discussion with Faculty Grievance Committee about the domain for appeals of cases where do appeals of denial of promotion which do not involve dismissal from the university. It was agreed that those cases would be heard by Faculty Grievance Comm. since they have less dire consequences than cases involving denial of tenure.
- Unfinished business or issues to be addressed in 2011-2012
 - None at this time.

Elections Committee of the Senate

- Summary of major activities or accomplishments
 - We managed the voting process for Senate elections – distributing and collecting ballots, and tallying results
- Unfinished business or issues to be addressed in 2011-2012
 - Reapportionment in light of recent reorganization of HES and HHP

Enrollment Management Committee

- (Report Pending)

Faculty Assembly Delegation

- Summary of major activities or accomplishments
 1. Sponsored Senate Resolution FS030211-01: Affirmation of Academic Freedom. Recommends strengthening protections of academic freedom in UNC Code. (approved unanimously by Faculty Assembly, approved by more than a dozen UNC Faculty Senates, approved unanimously by UNCG Faculty Senate, received and not approved by Chancellor Brady)
 2. Sponsored Senate Resolution FS030211-02: UNCG Workplace Innovation Initiative. Establishes online interactive discussion of ideas to improve quality and efficiency of academic and non-academic services. (approved unanimously by Faculty Senate, received and approved by Chancellor Brady, scheduled for deployment in Fall 2011)
- Unfinished business or issues to be addressed in 2010-2011
 1. Reapportionment of campus Faculty Assembly delegations will go into effect with the 2011-2012 academic year, resulting in UNCG's delegation being reduced from 5 to 4 total members.
 2. Primary task: work to assure that fair and fully justified recommendations emerge from GA's commission on unnecessary academic program duplication (chaired by James Woodward).
 3. Assess system-wide status of non-tenure track faculty and protect their rights.
 4. Contribute to system-wide standards of assessing quality in distance education.

Faculty Compensation Committee

- Summary of major activities or accomplishments
- Reviewed salaries across campus by department and rank, and compared UNCG faculty salaries to peer institutions and doctoral programs nationally. Based on the UNCG

institutional goal of compensating faculty at the 80th percentile, a report documenting UNCG salary comparisons were made using the 80th percentile target. Inequities in faculty salaries across UNCG were noted as a concern. Report shared with Provost and Chancellor. A Blackboard organization space was created for the Faculty Compensation Committee to facilitate continuity of committee documents from year to year and communication across committee members. Committee Chair served as a member of the Chancellor's Budget Sounding Board Committee meetings to represent faculty interests

- Unfinished business or issues to be addressed in 2011-2012
- Committee plans to run trend analysis with additional data collected next year. Plan for understanding salary compression is needed and is part of committee's goals for upcoming year.

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Faculty Government Committee

- Summary of major activities or accomplishments
 - The committee considered two major items this year. It began and completed a revision of the Faculty Grievance Committee Policies and Procedures, which were passed by the Senate in fall 2010. It also undertook a revision of the Post-Tenure Review Policy and expanded it into the Annual and Post-Tenure Review Policy for Faculty. Although substantial progress was made on this document, the Senate refer to document back to committee for additional work on several issues. A revised version of the policy will come before the Senate in fall 2011.
- Unfinished business or issues to be addressed in 2010-2011
 - The committee is still in the process of revising the University's Annual Post-tenure Review Policy for Faculty. A final version of this document will be brought to the Senate in early fall 2011.

Faculty Grievance Committee

- Summary of major activities or accomplishments
 - Committee reviewed new policy and procedure language that arose from the Faculty Governance Committee.
- Unfinished business or issues to be addressed in 2011-2012
 - None.

Faculty Professional Development & Welfare Committee

- Summary of major activities or accomplishments
 - The committee reviewed the preliminary analysis of the faculty satisfaction survey that was administered by the committee during March-April of 2010. The committee developed an action plan for a more detailed analysis of the results of the survey and developing policy recommendations based on the findings. The committee worked with the Research Policies committee to assess the impact of research policies on faculty satisfaction. The chair of the committee made two presentations to the University Research Policies Committee. The chair of the committee made a presentation at the faculty senate meeting, presenting

- the results of discussions between the Research Policies Committee and FPDWC in assessing research policies impact on faculty satisfaction
- Unfinished business or issues to be addressed in 2011-2012
 - The committee needs to explore the following issues in greater details.
 - FPDWC faculty satisfaction survey showed that because of high teaching load requirements combined with research and publication expectations, UNCG faculty feel that they are pulled in many different directions and feel they are expected to excel in research, service and teaching all at the same time. For example, in the area of recruitment for untenured faculty members, some search committees are finding that candidates are not willing to come to UNCG because of high teaching load requirements combined with research and publication expectations. Because of the importance and sensitivity of this issue, the Faculty Professional Development and Welfare Committee seeking the support of faculty senate in further assessing the concerns of the faculty in regards to their workload.
 - Explore faculty workload in context of faculty differentiated roles
 - Explore how the expanded scope of operations of Office of Research can benefit faculty
 - Explore how the Chancellor's advisory committee on Equity, Diversity, and Inclusion.
 - Dr. Elizabeth Nelson will be the new incoming chair for 2011-12

Faculty Promotion & Tenure Guidelines Committee

- Summary of major activities or accomplishments
 - During the fall meeting of this committee, the chair asked members of the committee to discuss the progress to date on the revisions to the unit's promotion and tenure guidelines. We also discussed the impact that the revised regulations would have on the current procedures within the units. At the January meeting, we invited John Gamble to present the on-line dossier format so we could provide feedback prior to the introduction of the format at the Faculty Senate Forum in March. The chair of the committee presented at the March 16th Faculty Senate Forum on Community Engagement. At the March 21 meeting, the chairs of the committee reported that while the units are moving forward with updating their documents, the individual departments have made slow progress in making changes. The chair attended all Committee Chair breakfast meetings.
- Unfinished business or issues to be addressed in 2011-2012
 - At the final meeting of the Faculty Promotions & Tenure Guidelines Committee meeting in March, committee members reported that units were still in the process of updating guidelines to reflect the changes that were passed at the Senate and General Faculty in 2010. Of more concern, is that many departments have yet to begin to make the changes to their guidelines. In 2011-2012, it is imperative to ensure that units and departments continue to make changes to the guidelines and unit procedures to reflect the university documents that were officially approved on April 4, 2011 by the UNC president Thomas Ross. The new Joint School of Nanoscience and Nanoengineering will need to have representation on this committee in the upcoming year (s). With the merging of the Schools of Health and Human Performance and Human Environmental Sciences, it is anticipated that a new document will need to be developed addressing the changes resulting from the restructuring. In addition, other units involved in departmental changes as a result of the university restructuring will need to update the promotion and tenure documents. Unit committee chairs are encouraged to supply the most current

version of the unit and any department guidelines and procedures to the provost office for uploading on the provost web site. Given too that the new on line dossier is now available for faculty use, the committee chairs should continue to report on any concerns that faculty are having complying with the on line dossier format throughout the entire review process

General Education Council

- Summary of major activities or accomplishments
 - Co-Hosted visit by Dr. Ron Crutcher, President, Wheaton College, Former Co-Chair of the National Leadership Council and Co-Author of the LEAP Report (September)
 - Sponsored a campus-wide General Education Assessment Forum (October)
 - Facilitated AAC&U Mini-Symposium on General Education for UNCG administrators (December)
 - Transferred the administrative oversight of courses included in the Communication Across the Curriculum Program to the Communication Across the Curriculum Committee
 - Reviewed and recertified courses that carry the General Education Program category designations in Fine Arts (GFA), Literature (GLT), and Philosophical, Religious, and Ethical Principles (GPR)
 - Established a policy for the inclusion in the General Education Program courses offered by faculty teaching in the Warren Ashby Residential College
 - Unfinished business or issues to be addressed in 2011-2012
 - •Revise the timetable for assessment of the General Education Program.
 - •Amend the Council bylaws with respect to Council membership to take into account the recent restructuring that has taken place, and to address the voting status of ex officio members.
 - •Continue the recertification of courses that carry General Education Program markers and category designations.
 - •Continue to develop a new system by which new courses may be added to the current list of courses that carry general education credit.
 - •Review the terms of faculty appointment to ensure continuity of experienced membership on the Council
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Graduate Studies Committee

- Summary of major activities or accomplishments
 - The GSC's major responsibility is to review and approve requests for new and amended courses and programs. The volume of activity this year was greater than ever before and required multiple extra meetings of the Curriculum Subcommittee in January and February. Lynne Lewallen (Chair of the Curriculum Subcommittee), the other members of the committee and the staff of the Graduate School deserve special mention as they provided many more hours of difficult work than is normally expected on a faculty service appointment
 - The GSC spent major portions of two meetings examining, and eventually approving, the IDEALL proposal which opened the Ph.D. in Communication Sciences and Disorders to students at WCU. This new delivery system for a program involves

coursework taken on-site at WCU, distance courses taught simultaneously to UNCG and WCU students, and dissertation mentoring of WCU students by UNCG faculty. In approving this request the GSC articulated a general set of considerations that should be used in approving any similar future request.

- Unfinished business or issues to be addressed in 2011-2012
 - Given the crush of curricular requests in 2010-11, the GSC approved a resolution directing the Policies and Procedures Sub-Committee to take the lead in a process to educate and inform the campus about how to document requests for action—this will also include posting samples and instructions on the web. The Student Affairs was also designated to be the sub-committee that will consider and approve any requests for discontinuation of a graduate program that results from the Program Review Process.

Intercollegiate Athletics

- (Report Pending)

(University) Promotions & Tenure Committee

- (Report Pending)

Research Grants Committee

- Summary of major activities or accomplishments
 - Reviewed and selected the awards for the regular faculty grants, new faculty grants and summer excellence awards. Held 2 training sessions for faculty on submitting the grants. Reviewed and updated the instructions and guidelines for submission for AY 2010-2011. Reviewed and selected awardees for the publication subsidy funding. Discussed options and opportunities to expand the amount of funding available for subsidies; also discussed ideas for expanding the funding for projects from Arts & Humanities which don't fully fit the current criteria for New Faculty Grants and New Faculty Grants.
- Unfinished business or issues to be addressed in 2011-2012 –
 - Continue discussing options and opportunities to expand the amount of funding available for subsidies and discussing ideas for expanding the funding for projects from Arts & Humanities which don't fully fit the current criteria for New Faculty Grants and New Faculty Grants

Research Policies Committee

- Summary of major activities or accomplishments
 - The major accomplishments of the RPC in 2010-2011 are listed below:
 1. Collaborated with Dr. Hamid Nemati to analyze 2010 Faculty Survey results pertaining to research activities and reported findings to Faculty Senate in April, 2011.
 2. Consulted and advised UNCG Administration concerning the formulation of a Policy statement for Data Management (ongoing).
 3. Advised the Office of Research and Economic Development concerning the development of “boiler plate” statements which could be utilized by faculty when preparing grant proposal submissions to external agencies. The matter has been taken up in the Office of Sponsored Programs
 4. Met with Dr. John Gamble (Faculty Senate President) concerning the possibility of

posting factual information that is obtained by RPC, so that faculty would be able to obtain factual information concerning research activities at UNCG.

- Unfinished business or issues to be addressed in 2011-2012
 - 1. Continued need to develop sanctioned communication lines concerning research issues and the facts which surround research-related decisions.
 - 2. Continued development of a Data Management/Data Ownership policy that is useable by both faculty researchers and Administration.
 - 3. Further fact-finding based on faculty survey results, which noted that only 32% of UNCG faculty were somewhat/very satisfied with incentives for obtaining external funding.

Scholarly Communications Committee

- Summary of major activities or accomplishments
 - In October 2010, the Committee sponsored a Faculty Forum concerning Open Journal Systems (OJS) software, an open-source software acquired by the Libraries to support faculty publication of electronic journals. OJS supports journal management through every stage of the peer-review and editorial processes, from submission to final publication. By the end of the academic year, 8 electronic journals were in the process of being developed or published by campus faculty.
 - The Committee also continued to support and promote NC DOCKS, and in March 2011, it endorsed a significant change in the repository's content policy to allow the archiving of quality student works that are sponsored by faculty members.
- Unfinished business or issues to be addressed in 2011-2012
 - The Committee will sponsor a Faculty Forum in October 2011 concerning open-access publication fees and other author-pays fees. The Committee will also work with the Office of Research to investigate the best options for supporting faculty who publish in journals with such a business model.

Student Learning Enhancement Committee

- Summary of major activities or accomplishments
- Held five meetings in Spring 2010 before the committee was official
- Hosted a Summer 2010 Workshop to educate committee members about program assessment.
- Established monthly committee meeting schedule and additional conference/workshop opportunities for further faculty development activities.
- Determined initial number of years of service for each committee member.
- Developed, revised, and re-revised Enhancement Progress Rubric which is used to review all academic programs' learning enhancement processes. Presently being used to review and communicate with Associate Deans and then departmental faculty.
- Began reviews of departmental assessment plans and reports based on 2009-2010 Compliance Assist reports.
- Established guidelines, and made two awards, for the Student Learning Enhancement Excellence Award
- Hosted with the Office of Academic Assessment a series of workshops by Keston Fulcher from James Madison on various program assessment topics.

- Worked with Liane Davenport of OAA to produce a BB site for committee with a series of Best Practices, readings, committee reports, etc. for faculty development.
- Established excellent working relationship with Dr. Jodi Pettazzoni, Director of the Office of Academic Assessment.
- Unfinished business or issues to be addressed in 2011-2012
 - Find replacements for one year and research leave faculty: Larry Taube, Amy Lixl-Purcell, John Willse and Patti Sink. Finish departmental reports based on 2009-2010 Compliance Assist reports. Polish guidelines for the Student Learning Enhancement Excellence Award Repeat cycle for 2010-11 CA reports in the upcoming year. Report the status of academic assessment to the Faculty Senate and Associate Provost for Planning and Assessment.

Undergraduate Curriculum Committee

- Summary of major activities or accomplishments
 - (1) The Policy on Special Topics Courses that could be counted towards major and related area requirements was revisited due to concerns from several departments and programs (especially from the College of Arts and Sciences), and was forwarded to the Academic Policies and Regulations Committee for resolution.
 - (2) Approved a report from the UCC Subcommittee on Pre-Baccalaureate Certificate Programs. The sub-committee's report indicated that UNCG's specific mission and strategic goals do not support the inclusion of pre-baccalaureate certificate program in any area of study. The sub-committee recommended that UNCG should not be involved in offering pre-baccalaureate certificate programs.
 - (3) Approved a Policy on Provisional Course Substitutions that was sent to the UCC by the Dean's Council.
 - (4) Approved 113 new and amended course proposals (90 new courses; 23 amended courses).
 - (5) Several routine course change proposals were also approved:
- Unfinished business or issues to be addressed in 2010-2011
 - None.

University Teaching & Learning Center Committee

- Summary of major activities or accomplishments
 - UTLC has received funding to hire two positions dedicated to faculty development. Over 516 people registered for Lilly Conference this year. This is up from last year's count of 430. One hundred twelve UNCG faculty attended utilizing TLC mini-grants to do so.
- Unfinished business or issues to be addressed in 2011-2012.
 - UTLC has also received one million dollars through the Oak Foundation to assist college students with learning disabilities. We will need 6-10 Faculty members who will be willing to redesign one class that meets the program guidelines. Additionally, we are still working on implementing STARFISH to be used for online scheduling for advising and identifying unsatisfactory students by mid-term.