



THE UNIVERSITY of NORTH CAROLINA  
**GREENSBORO**

*Faculty Senate*

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To:    Members of the Faculty Senate, 2008-2009 and 2009-2010  
      Committee Chairs of the Faculty Senate, 2008-2009 and 2009-2010

From: Rebecca G. Adams, Chair of the Faculty Senate, 2008-2009  
      Martha L. Taylor, Secretary of the Faculty Senate, 2008-2009

Re:    Annual Report of the Faculty Senate and of the Faculty Senate Committees

This report is in two parts. Part I provides an overview of the activities of the Faculty Senate and highlights some of the activities of its committees during the academic year 2008-2009. Part II consists of the annual reports of its committees.

**Part I: Annual Report of the Faculty Senate, 2008-2009**

The Faculty Senate and its committees had a very productive year. New initiatives were introduced and items carried over from the previous year were addressed. We also welcomed a new Chancellor, Dr. Linda P. Brady, and a new Faculty Senate Staff Assistant, Brenda J. Bey. Following are some of the highlights from the year:

- **Inclusive Community Task Force:** Jointly with the Provost's Office, Faculty Senate sponsored an Inclusive Community Task Force. They developed a definition for an inclusive community which was endorsed by the Faculty Senate on March 1, 2009, collected perceptions of UNCG's level of inclusiveness from various groups, developed a marketing plan and sample web page, formulated a position description for a director of equity and inclusion, and in cooperation with the Unity Council, analyzed data from a campus climate three-year follow-up survey.
- **P&T Guidelines:** With the help of Past Chair of the Faculty Senate Kathy Crowe, the P&T Guidelines Committee worked with the Provost's Office, the University Counsel's Office, the Faculty Government Committee, the Committee on Due Process, and the Grievance Committee to make BOG-mandated changes to the P & T Guidelines. With the support of Chair Elect Laurie Kennedy-Malone, the Committee also developed a section of UNCG's Phase II response to the UNC Tomorrow Commission's Final Report, outlining the process by which the P & T Guidelines will be modified to support the goals of that initiative.

- **General Education Council:** The General Education Council used faculty feedback from open meetings, an online discussion board, email communication, and surveys to revise the general education program goals and mission statement. The Senate approved these documents on December 3, 2008, and April 1, 2009, respectively.
- **Strategic Planning:** Setting a new precedent for more extensive faculty involvement in strategic planning, Faculty Senate provided feedback on multiple drafts of the UNCG Plan 2009-2014, endorsed the Vision and Mission Statement on December 3, 2008, and endorsed the remainder of the Plan on April 1, 2009.
- **Shared Governance:** Under the leadership of the Chancellor and the Provost, UNCG confirmed its commitment to shared governance, and Faculty Senate strived to strengthen our system of shared governance by working closely with the staff, student, and alumni leadership. The Faculty Senate co-sponsored forums with Staff Senate as has become traditional (see below). In addition, the Chancellor's Installation on May 5, 2009 marked the first time that the two Senates walked side-by-side. Representatives of faculty, staff, students, and alumni also collaborated on various initiatives by working together on committees such as the Inclusive Community Task Force, the Installation Ceremony Committee, the Budget Sounding Board, and the Strategic Planning Committee. The Board of Trustees, also interested in strengthening its connection to the faculty, hosted a reception for Faculty Senators.
- **The UNCG Budget:** Given the poor state of the economy, it is not surprising that budget cuts and the financial implications of strategic planning were a big concern throughout the year. The Chancellor and Provost kept the Faculty Senate informed, the Budget Committee met with the Vice Chancellor for Business Affairs and the Vice Provost and conducted a survey of faculty perspectives on funding priorities, a Budget Information website was developed, and the Chancellor appointed a Budget Sounding Board, which includes three representatives of Faculty Senate (Chair of Senate, Chair of the Budget Committee, Chair of the Faculty Compensation Committee).
- **Re-Establishing Continuity:** The Faculty Senate Staff Assistant and Chair of the Faculty Senate worked together to discover discontinuities in the way Senate has operated over the years and began to work on ways to ensure continuity in the future. This initiative was provoked when the Faculty Senate Chair discovered that the Faculty Senate Secretary was no longer receiving a course release time each semester as she had received when she had served in that role in the late 90's. (Note that in addition to reinstating this practice and in response to information collected by Past Senate Chair Kathy Crowe, the Provost increased the amount of release time to be provided to the Senate Chair from one course per semester to two courses per semester.) One consequence of this effort to discover discontinuities was that Faculty Senate Agendas were not sent out in hard copy this year; an examination of the Senate minutes from previous years revealed that Faculty Senate had approved a paperless system during Walter Salinger's term as Senate Chair. Another consequence was the reintroduction of a previously-effective standardized format for the minutes. In addition, the *Undergraduate Bulletin* copy was updated to reflect changes that had been approved to Senate Committee structure over the years. The By-Laws Committee has also been charged to make a proposal to bring governing documents into line with current practice (as well as making additional changes). Also as part of this endeavor to ensure that we did not forget our past decisions and commitments, Past Chairs came together on May 20, 2009, to provide the Chancellor and Provost with a history of Faculty Senate, which allowed

Chair Elect Laurie Kennedy-Malone to make note of previous decisions that had not been implemented.

- **Return to the Virginia Dare Room (with music):** After several years of meeting in the Elliott University Center, the Faculty Senate returned to the Virginia Dare Room on October 1, 2009. To mark this occasion, the UNCG Old Time Band (Director Revell Carr) played at the pre-meeting reception. The program was well-received and so the Chair of the Senate asked Senator Brett Nolker to arrange for ensembles to play at each subsequent meeting of the Faculty Senate and General Faculty. The following groups preformed: the UNCG Small Jazz Band (Chad Eby, Steven Haines), Opera Program: Amahl and the Night Visitors (David Holley), the Spartones (Gordon Sutker), the Liberace String Quartet (Scott Rawls), the Baroque Ensemble (Gesa Kordes), and the African Drummers (Sandy Blocker).

In addition to its monthly meetings and two General Faculty meetings, the Senate sponsored several forums throughout the year. Three of these were co-sponsored with the Staff Senate.

- Inclusive Community Task Force (Co-Sponsored with Staff Senate, September 17, 2008): C.P. Gause and Susan Dennison, Co-Chairs of the Inclusive Community Task Force
- The UNCG Plan 2009-2014 (Co-Sponsored with Staff Senate, October 15, 2008): Rebecca G. Adams, Chair of the Strategic Planning Committee, and Susan Stinson, Chair of the Mission Statement Revision Committee
- The General Education Curriculum (November 19, 2008): Lisa Tolbert, Chair of the General Education Council
- The UNCG Plan 2009-2014 (Co-Sponsored with Staff Senate, February 11, 2009): Rebecca G. Adams, Chair of the Strategic Planning Committee
- General Education: High Impact Programs (March 18, 2009): Lisa Tolbert, Chair of the General Education Council; John Sopper and Mary Hummel, Learning Communities; Student Affairs; Cathy Hamilton, Service Learning; Olav Rueppell, Undergraduate Research; and Penelope Pynes, International Exchange.

It has been a privilege and a pleasure to serve as Faculty Senate Chair during the academic year 2008-2009 and to work with faculty, staff, student, and alumni leadership to honor and strengthen our long-standing commitment to shared governance.

## **Part II: Annual Reports of the Senate Committees and General Faculty Committees for 2008-2009**

Annual reports from 23 Faculty Senate Committees and the Inclusive Community Task Force were submitted 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 2008-2009, unfinished business (if any), and recommendations for the Senate Leadership to consider. Most committees also had selected a Chair for 2009-2010 and that person's name was entered in the space provided at the end of each committee report. A brief summary of each committee report is given below. Individual reports containing more details can be viewed in the Faculty Senate office.

- **Academic Computing Committee:** Made recommendations to coordinate responsibilities of various campus committees that have responsibilities related to

information technology (IT) and academic computing; with ITS, made recommendations about implementation of the Iron Mountain system for centralized faculty computer backups; recommended not implementing Windows Vista campus-wide; made recommendations about acquisition of web-based data collective software, upgrades to Computing Lab software, and continued access to UNCG email accounts for graduates. Major effort for 2009-2010: evaluate campus-wide need for managing laptop use in classrooms.

- **Academic Policies & Recommendations Committee:** Three resolutions made and passed by Faculty Senate; Academic Calendars for 2010-2011 and 2011-2012 presented and passed by Faculty Senate. No major effort identified for 2009-2010 but committee anticipates a busy year.
- **Budget Committee:** Committee members were kept informed about university budgetary situations by Vice Chancellor for Business Affairs (Dr. Reade Taylor), Provost Perrin, and Vice Provost Alan Boyette. Campus-wide survey on budget priorities conducted; this year's survey included all EPA staff and faculty. Survey completion deadline was April 28, 2009, and results will be reported to the Faculty Senate.
- **Bylaws Committee:** Began the process of reviewing and revising/updating the Bylaws; work will continue over the summer of 2009 under the leadership of Ben Ramsey. Faculty Senate approved an on-line voting procedure that will be added to the Bylaws. A draft of the revised Bylaws will be presented to the Faculty Senate for approval in September 2009.
- **Committee on Committees:** Oversaw elections to fill all Senate positions and committee openings filled by unit elections with terms to begin in 2009-2010. Committee will finalize the roster for 2009-2010 academic year and notify committee chairs of committee memberships prior to July 2009.
- **Committee on Due Process:** Committee was contacted regarding several cases; the committee made recommendations to the Chancellor in one instance and for others, determined that this committee was not the appropriate one to hear the case. The committee recommends that due process policies/processes as outlined in The Regulations on Academic Freedom, Tenure, and Due Process and university promotion and tenure policy guidelines be reviewed.
- **Elections Committee:** Nominations were solicited and elections held for Chair-Elect (John Gamble elected) and Secretary (C.P. Gause elected). The chair noted that this committee is not listed as one of the committees of the Senate. Recommendation was made that the Senate leadership clarify the duties of this committee and how it should function.
- **Enrollment Management Committee:** Examined the functions of student admissions, advising, enrollment management and retention; reviewed enrollment figures for fall and spring semesters; endorsed proposals to strengthen the UNCG 2+ articulation process; approved modifications to undergraduate Bulletin concerning transfer students and updating language about SAT subject tests to be consistent with current practice; endorsed expanding the requirement that formerly suspended students participate in the SAS student success intervention program; reviewed and endorsed changes to department secondary admissions policies; reviewed results from UNCG student advising survey; heard from a panel of students regarding what students look for when choosing to attend UNCG.
- **Faculty Assembly Delegation:** Increased collaboration between Faculty Assembly and Faculty Senate Chairs across the system. Increased information exchanges from Faculty

Assembly and universities in key areas such as teacher recruitment and retention, faculty salaries, and increasing the number of female faculty in math, science, and engineering. Worked with GA regarding on-line education and “best practices” regarding non-tenure track faculty. Revised FA Charter to determine need for specified number of delegates on a 3-year rolling basis for continuity. Budget issues discussed at each meeting; keeping faculty informed was a priority. Recommendation for Faculty Senate leadership: consider whether to change the FA Charter at UNCG to include members of the Faculty Senate to serve as delegates versus at-large general elections.

- **Faculty Compensation Committee:** Coordinated activities with the UNCG Benefits Committee to consider domestic partner benefits and how to best support the work of the Benefits Committee and other committees working on similar issues. Committee chose to not duplicate the work of the Benefits Committee and will continue to monitor employee benefits. Reviewed salaries across campus by department, rank, and gender, and compared UNCG faculty salaries to peer institutions and doctoral programs nationally. (See table attached to committee report) Inequities in faculty salaries across UNCG were noted as a concern. Committee noted the importance of receiving accurate faculty compensation data and data from UNCG’s new peer institutions and asked for support from Senate leadership to obtain such data.
- **Faculty Government Committee:** Committee worked during the summer of 2008 to review the changes prompted by revisions in Code 600 announced by GA in March 2008. Two resolutions which outlined mandated and recommended changes to performance review policies/guidelines for tenured faculty were developed and passed by Faculty Senate and the Faculty Assembly.
- **Faculty Grievance Committee:** Committee members reviewed and provided feedback on UNCG’s proposed changes to its governance documents. Committee also held a grievance hearing for a faculty member.
- **Faculty Professional Development & Welfare Committee:** Three major issues were addressed and will continue as items of business for 2009-2010: 1) faculty satisfaction - reviewed and discussed findings of 2007 faculty satisfaction survey; asked to review results of COACHE survey and compared to UNCG’s faculty satisfaction survey (will do this when receive COACHE final report); 2) reviewed and provided comments for survey on faculty and staff benefits prepared by UNCG Benefits Committee; 3) committee was informally asked to consider exploring family friendly benefits at UNCG and impact on faculty welfare (child care, lactation facilities, benefits for same-sex domestic partners). Due to the state budget situation, impacts on faculty welfare are likely so the committee is considering conducting follow up survey on faculty satisfaction.
- **Faculty Promotion & Tenure Guidelines Committee:** Submitted UNC Tomorrow Phase II response regarding Promotion, Tenure, and Reward Systems; Proposed 3 resolutions to Faculty Senate – all were tabled and need revisions pending consultation with Faculty Governance Committee and executive staff; began revising promotion and tenure guidelines documents to reflect Phase II Response to UNC Tomorrow. Work in each of these areas will continue during 2009-2010.
- **General Education Council:** General Education program goals reviewed using faculty feedback via multiple methods; Senate approved new mission statement (December 2008) and program learning goals (April 2009). Assessment plan for general education program developed and draft approved by Gen Ed Council; posted on website. Recertification plan developed for all existing GEC courses to be completed by 2014; posted on website. Ongoing course proposal review of GEC categories and marker

courses: 11 approved, 1 denied, 3 tabled. Needs action at beginning of fall 2009: New Learning Goal 3 was amended during spring general faculty meeting; revisions mandate delivery of specific content in the social and behavioral sciences not currently required in GEC.

- **Graduate Studies Committee:** Committee work continued to focus on development of graduate curricula. Continued to work with faculty to use the Standard Course Syllabus Format (found in Curriculum Guide), especially to formulate student learning outcomes. Other work included discussions of the University Academic Integrity Policy as related to graduate education, further clarification of policies regarding appointment to the Graduate Faculty and the ability to chair committees, and the 3.0 GPA for all classes on the Plan of Study, and discussions with Dean Ryan about the curriculum for the joint school of Nanoscience and Nanoengineering with NC A&T State University. The Committee will continue work to streamline curriculum development in conjunction with the UCC, unit curriculum committees, and the graduate faculty at large.
- **The Inclusive Community Task Force:** Five goals were established for the year and all were attained. See Chair Rebecca Adams' preceding report and the Task Force report for more details.
- **Intercollegiate Athletics Committee:** Four meetings were held with updates regarding athletics at UNCG, activities of the Advisory Council on Intercollegiate Athletics (ACIA) and Strategic Planning Committee Health and Wellness Subcommittee, Athletes Communicating Effectively (ACE) program, and a joint retreat with ACIA. Next year the committee will examine best practices in academic advising and support of student athletes.
- **Promotions & Tenure Committee:** Of 38 faculty who applied for promotion and/or tenure, six cases were referred to the Committee by the Provost and Chancellor. Committee members reviewed those files, submitted recommendations to the Provost and Chancellor and met to discuss the recommendations, and met with the Provost and Chancellor to hear their decisions. The Committee made four recommendations for the Senate leadership to consider regarding streamlining and improving the process. See the committee report for details.
- **Research Grants Committee:** Reviewed and funded New/Regular Faculty Grants; edited grant instructions to be more inclusive of various disciplines; provided two trainings to faculty writing these grants and submitting the grant proposal.
- **Research Policies Committee:** Several meetings were held with Lou Harrell (Director of Contracts and Grants) and Valera Francis (Sponsored Programs) to develop a process to expedite fee for service contracts through a different system than is used for grants. Lou and Valera submitted a proposal to the committee which was received favorably. The RPC will continue to work with Lou and Valera to monitor and make fee for service arrangements more efficient. Faculty buyout through grants was also addressed. Concerns focus on how to best communicate to all faculty the expectations and procedures that are followed in the respective units. The co-chairs agreed to draft a set of recommendations for the RPC to consider.
- **Scholarly Communications Committee:** The Committee co-sponsored the September forum that addressed opportunities for digital scholarship. Primary focus of committee work this year was the launching of UNCG's Institutional Repository, NC DOCKS.
- **Undergraduate Curriculum Committee:** In addition to reviewing course proposals, the UCC began examining how it receives and processes information from a wide variety of areas across campus. Several programs and areas sent representatives to meet with the

UCC to discuss how courses, areas, etc., are developed for undergraduate education and how UCC can assist them in such endeavors. Continued work with GEC to develop the best processes for new course approval. Also worked with Graduate Studies Committee regarding experimental courses offered at the 500 level. Some issues regarding sharing of information about 500 level courses remain and need to be addressed.

- **University Teaching & Learning Center Committee:** Provided advice to the UTLC Director on the development of WEAVE objectives as well as a Strategic Plan. The Scholarship of Teaching and Learning will be emphasized in ATL awards. The use of on-line tutorial materials was discussed and a recommendation was made to the Director that these are too expensive and are available elsewhere. A new model for New Faculty Orientation will be implemented in the fall semester. Advice on the new look of the TLC website was also provided by the Committee.