

MEMORANDUM

TO: Members of the Faculty Senate, 2005-2006 and 2006-2007
Committee Chairs of the Faculty Senate, 2005-2006 and 2006-2007

FROM: Gary Rosenkrantz, Chair of the Faculty Senate, 2005-2006
Laurie Kennedy-Malone, Secretary of the Faculty Senate, 2005-2006

DATE: August 29, 2006

SUBJECT: Annual Review of Committees and Summary of Committee Reports

This report consists of two parts. Part I includes observations from Gary Rosenkrantz regarding the work of the Senate and its committees. In Part II, Laurie Kennedy-Malone provides a summary of annual reports of the Faculty Senate Committees.

PART I: OBSERVATIONS

It was a pleasure to work with the various committees and committee chairs throughout my term as Chair of the Faculty Senate. I am happy to report that our system of committees worked effectively with the Faculty Senate throughout the academic year 2005-2006 and that, as result, the Faculty Senate had a busy and productive year. The following 2005-2006 Faculty Senate actions are notable.

1. The Committee on Faculty Welfare and Professional Development proposed, and the Faculty Senate approved, a simplified system of Post-tenure review. Henceforth, tenured faculty will be evaluated simply as being either *satisfactory* or *unsatisfactory*, the evaluative category of *exemplary* has been eliminated. And when a tenured faculty member eligible for Post-tenure review is concurrently recommended for promotion, the Post-tenure and promotion reviews may be combined.
2. The Faculty Senate took concrete steps to encourage interdisciplinary work. The Promotions and Tenure Guidelines Committee proposed, and the Faculty Senate and General Faculty approved, changes to the language of the *University-wide Evaluation Guidelines for Promotions and Tenure* that explicitly acknowledge the acceptability of interdisciplinary, multidisciplinary, and collaborative research. In addition, the Faculty Government Committee proposed, and the Faculty Senate and General Faculty approved, amendments to the *Regulations on Academic Freedom, Tenure, and Due Process* that allow interdisciplinary academic programs such as Women's Studies to be eligible for

tenure-track appointments.

3. In addition, the Faculty Government Committee proposed, and the Faculty Senate and General Faculty approved amendments to the *Regulations* incorporating the following provisions.
 - a. Tenured faculty who for good reason cannot be physically present at departmental promotion & tenure deliberations may now participate in real-time via speaker-phone, video-conferencing, or the like.
 - b. Consistent with an earlier Faculty Senate resolution, in matters of reappointment, tenure, and promotion, the review of the tenured Departmental Faculty and the review of Department Head are to be conducted independently of one another.
 - c. The Chancellor may now appoint a librarian with tenure under appropriate circumstances.
 - d. Before the Chancellor appoints a faculty member with tenure, the appropriate group of tenured faculty will be consulted, that is, tenured departmental, program, school, or Library faculty.
 - e. If an academic program is eliminated, then upon request of any affected faculty member, the University will make a good faith effort to place that faculty member in another academic program at the University.

4. Working with the Committee on Academic Policies and Regulations, the Faculty Senate made three notable changes.
 - a. The grading system for undergraduates was changed: it is now possible to give a course grade of A+. Starting this semester, an A+ is worth .3 more than an A; but the maximum *overall* GPA allowed is 4.0. This change was made with the support of the Student Government
 - b. The Academic Good Standing Policy was changed to delete the status of Academic Warning for freshman.
 - c. An outmoded statement was deleted from the Undergraduate Bulletin under Residence Requirements.

Part II: 2005-2006 Summary of Committee Reports

At the end of the academic year, each committee chair submits a report describing the committee's activities and achievements. The following summaries are excerpts from these reports, which are now available in the Faculty Senate Office. When provided by the committee chair in the full report, all unfinished business and recommendations for the Senate leadership are included here. Because excerpting from reports written by others results in less than complete detail, readers who have concerns or the need for fuller information should consult the original documents (with attachments) in the Faculty Senate Office.

Academic Computing Committee

Committee Chair:	John Neufeld
Number of Meetings:	4
Major activities or accomplishments:	The committee proposed a resolution passed by the Faculty Senate urging that students be allowed to automatically forward e-mail sent to UNCG addresses and that the e-Spartan server accept connections from IMAP clients. The committee discussed a number of issues associated with the laptop requirement, including issues of classroom management and questions about the phasing in of laptop requirements for specific courses.
Unfinished business or issues to be addressed:	The committee anticipates discussing the adoption of an instant messenger system for faculty and students who wish to use this for course-related communication. The committee anticipates the consideration of further issues surrounding the use of laptops in classrooms. See below for an issue involving the role of the Academic Computing Committee.
Recommendations for the Senate leadership:	Issues involving laptops in classroom and classroom management need wider discussion among the faculty, preferably before the laptop requirement becomes fully in force. There needs to be clarification between the roles of the Academic Computing Committee (ACC) and the Academic Technology Coordinating Committee (ATCC). The latter appears to have been a creation of the Provost with the ability to initiate projects undertaken by the university's IT department. Possible actions include: 1) abolishing the Academic Computing Committee and creating a formal connection between the ATCC and the Faculty Senate, 2) Having cross-representation between these two bodies, such as having the chair of the ACC be a member of the ATCC and vice-versa. These are matters for discussion with the Provost.

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Academic Policies and Regulations Committee

Committee Chair:	Marian E. Harrison
Number of Meetings:	5
Major activities or accomplishments:	RESOLUTIONS PASSED BY FACULTY SENATE: a) Alteration of Grading Scale to Include an A+ b) Elimination of Academic Warning Status in the Academic Good Standing Policy c) Academic Calendar for school year 2007-2008. d) Omission of Outdated Statement on Residency Requirements in Undergraduate Bulletin
Unfinished business or issues to be addressed:	Survey university faculty concerning preference for scheduling of end of semester exams and number of days in semester;

Budget Committee

Committee Chair:	Ellen Jones
Number of Meetings:	5
Major activities or accomplishments:	At the request of the Provost's Office, the UNCG Budget Committee was asked to provide input from the general faculty concerning university budgeting priorities. The UNCG Budget Committee determined that a brief online survey would be the most efficient approach to determining how general UNCG faculty member's ranked campus budgeting initiatives. The instrument was designed based on survey items from previous surveys as well as areas deemed important from both the committee and administration. The electronic survey was conducted by the Assistant Director of University Institutional Research. The survey was initiated by sending an individual email to UNCG teaching faculty members on January 31, 2006. The survey was available to faculty for three weeks with one email reminder to complete the survey before the February 21 deadline. There were 752 emails sent. Deans and other administrators who had faculty status but were not teaching were omitted. The top 5 priorities included the following: Faculty salaries, Graduate Assistants, SPA/Staff salaries, New faculty tenure lines, Increasing departmental monies specifically for travel.
Unfinished business or issues to be addressed:	Due to the budget committee completing the faculty priorities survey the following agenda was not addressed. The budget committee has yet to consider examining academic units in reference too whether or not individual units have budget committees that are active in establishing and meeting priorities. Secondly, the committee needs to determine how best to proceed with educating faculty concerning the budget committee a) through survey, b) through unit educational sessions, or c) to determine if the faculty forums concerning the budget are meeting the needs of educating faculty concerning the budget.
Recommendations for the Senate leadership:	An explanation to faculty as to how Contracts and Grants grants affect unit budgets.

Part II: 2005-2006 Summary of Committee Reports

Committee on Committees

Committee Chair:	Kathryn Crowe
Number of Meetings:	2
Major activities or accomplishments:	<p>In the Fall, the COC members coordinated elections and appointments for their unit representatives to Senate committees and for Senators. COC members were also asked to elect next year's chairs of the unit promotion and tenure committee and election committees early since they serve on University Committees . This strategy was mostly successful.</p> <p>In the Spring, at-large elections were conducted by on-line ballot. There appeared to be confusion about the pin numbers; when directions were sent more ballots were returned.</p>
Unfinished business or issues to be addressed in 2006-2007:	The College of Arts & Sciences has not completed elections for Senators.
Recommendations for Senate leadership to consider:	Consider using LDAP so that faculty can use their Novell user names and passwords for the at-large elections.

Committee on Due Process

Committee Chair:	Roberto Campo
Number of Meetings:	4
Major activities or accomplishments:	The Committee reviewed primarily two appeals. It found that one (a tenure denial) did not merit a hearing; the second (a "serious sanction" case) went automatically to a hearing. Recommendations were made to the Chancellor and Provost, but they were overturned by the former.
Recommendations for Senate leadership to consider:	The Committee recommends that steps be taken to insure a more varied representation on the Committee. This year, only two schools participated (the College and HES). Consideration should also be given to maintaining a balanced representation in gender and rank, when possible.

Enrollment Management Committee

Committee Chair:	Virginia Karb
Number of Meetings:	7
Major activities or accomplishments:	<p>After discussion, agreed that it was not the right time to implement the Fall Success Program, which was designed by the committee the previous year.</p> <p>Reviewed enrollment information at each meeting.</p> <p>Approved the secondary admissions process used for students in the Birth through Kindergarten teacher licensure program in Wake county.</p> <p>Approved the secondary admissions process for the School of Nursing with expanded criteria.</p>

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Enrollment Management Committee (continued)	<p>Recommended to the Office of Admissions that applicants be required to provide access to the essay taken as part of the SAT, as a part of their application.</p> <p>Approved a modification to the policy for readmission of former UNCG students as follows: Former UNCG students, regardless of academic standing, must apply for readmission. All former students must have an overall and transferable GPA of 2.0 on a 4.0 scale as calculated by UNCG on all courses taken since leaving the University. Students dismissed from the University must file an appeal with Student Academic Services.</p> <p>Reviewed the campus safety questions included on the applications at all UNC schools, and discussed examples of "red flags" on an application that might indicate a reason to request additional information from an applicant.</p>
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Faculty Assembly Delegation

Committee Chair:	Nancy Fogarty
Number of Meetings:	5
Major activities or accomplishments:	<p>(1) The Committee met once on campus in September prior to the first Faculty Assembly meeting--just to get to know each other and go over the process of how the Faculty Assembly (FA) works. The FA met on Sept. 16, Nov. 18, Feb. 17, and Apr. 7. Next year the FA will meet 5 times.</p> <p>(2) President Molly Broad addressed the FA for the last time as President, identifying specific successes: affordable access to higher education, dramatic expansion and renovation on all campuses due to the bond referendum, growth of 37,000 students, expansion of financial aid, etc. The FA passed unanimously a resolution honoring President Broad.</p> <p>(3) FA passed a resolution recommending specific actions on campuses regarding the problem of the costs of textbooks.</p> <p>(4) Small groups met to identify top concerns of faculty: salaries and benefits (including the healthcare plan), funding of graduate research and tuition waivers, recruitment and retention of faculty, faculty workloads, faculty representation on Boards of Trustees and the Board of Governors, shared governance, etc.</p> <p>(5) The Health Care Initiative (HCI) Task Force continued to monitor the State Health Plan's new PPO, since the HCI's legislation was not considered in the 2005 session of the legislature.</p> <p>(6) A Task Force to study the structure and function of the FA was appointed and will report in 2006-2007.</p> <p>(7) Erskine Bowles was appointed President of the UNC system. He addressed the FA and expressed his conviction that faculty are the strongest asset in UNC. He is actively seeking more interaction with the FA. Specifically, he has begun meeting with the Executive Committee monthly and the FA will meet 5 times next year rather than 4 times as it has in the past.</p> <p>(8) UNCG was represented on the Executive Committee by Eileen Kohlenberg who chaired the Planning, Programs & Administration Committee. Nancy Fogarty continued to represent the FA on the Health</p>

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Faculty Assembly Delegation (continued)	Care Initiative Task Force and served as a member of the Benefits and Welfare Committee. Richard Ehrhardt served on the Development Committee and Paul Duvall served on the Budget Committee. (9) In response to the request from Erskine Bowles to have two faculty from each of the 16 campuses write a 500 word description of a typical work day or work week, Ceola Ross Baber and Scott Romine wrote wonderful descriptions representing UNCG faculty. These will be put in booklet form and distributed to legislators to provide greater insight into exactly what faculty do.
Unfinished business or issues to be addressed:	The Task Force to study the structure and function of the FA will report and action will be taken. The increased frequency of meeting and the increased interaction with President Bowles will, most likely, lead to a stronger relationship between faculty and GA administration. The Legislative agenda for the 2007-2009 biennium will be among the top concerns for FA.
Recommendations for the Senate leadership:	Be certain to consider and respond to any requests made by FA and be sure all FA resolutions are shared with the Faculty Senate for their information and action, as needed.

Faculty Compensation Committee

Committee Chair:	Ken Snowden
Number of Meetings:	5
Major activities or accomplishments:	<p>The committee focused on two activities this year. The first was to update its annual salary report for 2005-2006 and to report the status salary growth and salary compression across the faculty. The report was presented at the April 2006 meeting and discussed with Provost Uprichard at that meeting.</p> <p>The data revealed little progress during the past year in reversing the salary compression that has appeared on campus over the past eight years. Average salaries at the professor rank have barely kept up with inflation during this period, while inflation-adjusted salaries for associate professors have increased by a total of only 4%--less than one-half percent per year. Meanwhile, average inflation-adjusted salaries for assistant professors have increased by more than 13% over this eight year period. The committee urged the Provost to communicate these data to the Deans and the Librarian.</p> <p>A second activity was to collect data and information about external market pressure on faculty salaries. The committee designed a set of questions to gauge the frequency of external offers received by faculty in each of the units and the Library over the past eight years, and the outcomes of those cases (losing or retaining the affected faculty). In addition, the committee constructed a set of qualitative questions to elicit a more interpretive assessment about external offers from Deans and the Librarian. These data and assessments were compiled into a report and presented at the April 2006 meeting.</p>

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Unfinished business or issues to be addressed:	<p>For 2006-07 the committee will continue to update faculty compensation data for the campus and present it to the Senate and the Provost for information and discussion.</p> <p>The committee plans to invite staff from the Benefits Office to brief us next fall on the implementation and reaction to the new Health Insurance program. Further actions might be taken based on those discussions.</p>
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Faculty Government Committee

Committee Chair:	Allan Goldfarb
Number of Meetings:	6
Major activities or accomplishments:	<p>The committee recommended to the senate several action items to change and/or amend the <i>Regulations on Academic Freedom, Tenure and Due Process</i>. These were passed by the Senate and forwarded for the approval of the General Faculty at the Spring Faculty Senate meeting. This was passed by the General Faculty and was received and approved by the Chancellor.</p> <p>The committee recommended to the Senate a change in the <i>Regulations on Academic Freedom, Tenure and Due Process</i> dealing with profesional librarians. This recommendation to consult with tenured library faculty prior to an appointment of a libraian with tenure was passed by the Senate and approved by the General Gaculty at the Spring Faculty Senate meeting. This was passed by the General Faculty and was received and approved by the Chancellor.</p> <p>The committee recommended to the Senate a change in the <i>Regulations on Academic Freedom, Tenure and Due Process</i> dealing with assistance to employees who are terminated. This was approved by the Senate and the General Faculty and was received and approved by the Chancellor.</p>

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Faculty Grievance Committee

Committee Chair:	Jim Sellers
Number of Meetings:	2
Major activities or accomplishments:	The chair of the committee met with 6 faculty members during the 2005-2006 academic year relative to a possible faculty grievance. Only one faculty member decided to pursue a grievance. The Faculty Grievance Committee met to hear the grievance, which was related to salary increments over the past five years, in May 2006. Written recommendations from the committee were forwarded to the Department Head for consideration.

Faculty Professional Development and Welfare Committee

Committee Chair:	Hamid Nemati
Number of Meetings:	4
Major activities or accomplishments:	<p>The Faculty Professional Development and Welfare Committee examined two major and somewhat related issues. First, the committee spent a considerable time on the issue of faculty work load in a transitioning university. The issue was raised that faculty may be suffering from low morale due to an increasing workload resulting from an increased expectation of research productivity while they are expected to excel in teaching and service. The committee discussed whether the university should survey the faculty to gauge their morale. The committee also discussed: the reasons why such a morale survey should and should not be conducted; where would we acquire an appropriate survey; who would administer the survey and to whom and how; what would be the best conditions for doing this survey; how would the results of the survey be interpreted and how to make sense of it; who would get the results and what use would be made of the results; and lastly, what mechanisms are in place to take care of any problems discovered by the survey? The committee agreed that it needs to study this issue further.</p> <p>The second major issue for the committee was to streamline the post tenure review process. The committee observed that the current process in place for periodically evaluating the performance of tenured faculty as satisfactory, unsatisfactory, or exemplary was cumbersome and proposed changes be made to UNCG's Policy On Post-Tenure Review. The committee developed a resolution and presented it to the Faculty Senate on its November 30th, 2005 meeting. The resolution was passed by the Faculty Senate.</p>
Unfinished business or issues to be addressed:	The committee's main charge for next year will be to further study the issue of faculty roles in a changing environment. The University of North Carolina at Greensboro is undergoing a period of rapid growth and change. The Provost Uprichard at a Board of Trustees retreat on September 1, 2004, called UNCG a "University in Transition" and that "major changes to the culture within the university" was needed to succeed in this transition and committed the university "to recognize differing faculty roles

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Faculty Professional Development and Welfare Committee (continued)	and responsibilities, and reward them relative to promotion, tenure, and merit increases." This changing environment has created a number of unique stresses and challenges for the faculty. The Faculty Professional Development and Welfare Committee's main charge for the next academic year is to explore and suggest ways that the university can bring to light faculty concerns during this period of change. It is the committee's opinion that the university must understand and address these concerns so that it can retain a highly qualified faculty who are committed to the goals of the University. The committee will study this issue further next year.
Recommendations for the Senate leadership	High teaching load requirements combined with high research and publication expectations are pulling the faculty in many different directions. Faculty are expected to excel in research, service and teaching all at the same time. In light of the stated goal of achieving prominence in research, how can, or should the university try to convince the faculty that institutional priorities have shifted from balanced emphasis between teaching and research priorities to a strong research focus without degrading the importance of teaching? Additionally, how can the university recognize, retain, recruit and reward excellence in research and scholarship while creating an environment where teaching excellence is not only valued, it is expected? Because of the importance and sensitivity of these issues, the Faculty Professional Development and Welfare Committee will seek the support of the Faculty Senate to further assess the concerns of the faculty. The Faculty Professional Development and Welfare Committee would recommend that the Faculty Senate study the merits of requesting for the establishment a commission to assess faculty morale on campus.

Faculty Promotions and Tenure Guidelines Committee

Committee Chair:	Beth Barba
Number of Meetings:	2
Major activities or accomplishments:	Unfinished business from 2004-05 was to bring before the Faculty Senate the need for University and Unit Promotion and Tenure Guidelines to explicitly state that interdisciplinary, multidisciplinary, and collaborative research is acceptable for promotion and tenure research within a field or discipline. The resolution was passed by the Faculty Senate and General Faculty. Additionally, the committee considered processes and procedures relevant to the resolution proposed by Faculty Governance Committee regarding tenure-track appointments in interdisciplinary academic programs. This resolution was accepted by the Faculty Senate and General Faculty. The committee conducted most of its business via Blackboard Discussion and email. In May, members of the committee met with Faculty Senate Officers to discuss and review the P&T Regulations, Guidelines and Procedures in each unit and university. Additionally, individual committee members were responsible for revising their own unit P&T Guidelines to comply with recent changes.
Unfinished business or issues to be addressed:	Senate leadership has identified the issue of acceptance of online publishing and journals as considerations in promotion and tenure decisions. Additionally, the Committee should consider the issue of "update and clarification" of materials contained in a candidate's dossier. Specifically, should a

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Faculty Promotions and Tenure Guidelines Committee (continued)	candidate be required to update information such as status of research and creative activities and significant awards or honors? If so, at what point in the review is the dossier considered complete?
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Graduate Studies Committee

Committee Chair:	William Tullar
Number of Meetings:	8
Major activities or accomplishments:	The GSC approved 56 new or modified course proposals. It approved 33 program revisions and 10 new program proposals. The policies and procedures subcommittee approved changes in the graduate pending status and recommended some changes in the graduate certificate program regulations. The student affairs subcommittee surveyed the departments on graduate student travel and the committee made recommendations to facilitate it. Dean Petersen kept the representatives up to date on the latest developments of the graduate school.
Unfinished business or issues to be addressed:	The curriculum committee is changing the curriculum proposal guidelines, and this may have implications for next year. In addition, the GSC voted to include an ex officio representative from the registrar's office on the GSC.

Intercollegiate Athletics Committee

Committee Chair:	Vidyaranya Gargeya
Number of Meetings:	9
Major activities or accomplishments:	The Committee carried out the following activities during the 2005-2006 year: a) Evaluated the academic services available for student-athletes; b) Had discussions with representatives from the office of Student Academic Services in the Registrar's office regarding the University Studies (UNS 101) course; c) Had discussions with representatives from the Director (Orientation) regarding advising (during SOAR) for student-athletes; d) Introduced and revised 5-week and 10-week instruments to obtain feedback on student-athletes from faculty; and e) Introduced 5-week and 10-week instruments to obtain feedback from student-athletes on their performance.
Unfinished business or issues to be addressed:	Evaluation of the effectiveness of the 5-week and 10-week feedback instruments.
Recommendations for the Senate leadership:	a) The assisted registration process (for student-athletes) that is now in place for a two year period should be made permanent, and b) Consistency in attendance policies across the university for student-athletes missing classes due to competition.

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Library Committee

Committee Chair:	Vankataraman Iyer
Number of Meetings:	2
Major activities or accomplishments:	2005-2006 Library Materials Funds Budget was approved. Discussions were held on Journal Finder, Carolina Consortium, Digital Archives, and e-books. Discussion on digital repositories focused on how to generate interest among the faculty so that they would support this initiative. Role of Library Liaisons in this regard was discussed. It was proposed that the Library Liaisons could periodically visit various schools and make presentations at the departmental/school meetings. Discussions were held on digitization projects of the library and also on the project to push targeted library content into a Blackboard tab. Different ways to publicize and increase the usage of special collections were identified.
Unfinished business or issues to be addressed:	Progress on digital repositories, improving the use of special collections and status of digitization projects;

Research Grants Committee

Committee Chair:	Margaret Dick
Number of Meetings:	4
Major activities or accomplishments:	<p>The committee reviews grant proposals first in the Arts & Humanities, Social Sciences, and Sciences sections. The major portion of the review process takes place in the section meetings. Then the committee meets as a whole to review the section reports and makes recommendations for funding to the Associate Provost for Research. For the last two years, the Associate Provost has attended the full committee meeting. This has improved communication.</p> <p>During the fall semester we reviewed 26 proposals for Regular Faculty grants. The committee recommended funding 20 of these. Also during the fall semester we reviewed 23 proposals for Summer Excellence grants and recommended funding for 17 proposals. During the spring semester we reviewed 23 proposals for New Faculty grants and recommended funding for 17 proposals.</p> <p>The committee also recommended funding for publication subsidy grants received during the year. At this time the committee members identified some inconsistencies in the guidelines for publication subsidies.</p> <p>The committee chair and/or members participated in three seminars for faculty seeking internal funding.</p> <p>During the year the committee members revised the reviewer forms. During the fall and spring semester both forms were used. Based on this comparison, the new forms were selected for use. This revised form will be posted with the application form and instructions.</p>
Unfinished business or issues to be addressed:	The committee will redo the Publication Subsidies guidelines to eliminate inconsistencies.

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Research Policies Committee

Committee Chair:	Terri Shelton
Number of Meetings:	1
Major activities or accomplishments:	<p>During the one face-to-face meeting as well as through email correspondence, the following issues were discussed related to facilitating research on campus.</p> <p>(1) Research Leave Application: Several issues were discussed with reference to research leave. One was the fact that if a faculty member is applying for research leave that is contingent on funding, they essentially have to complete two applications: one for the research leave committee and one for the funder. A related issue is what would happen if the funding was approved but the research leave was not? With regard to the second question, this would not be a problem as long as the grant funding totally covered the faculty member's requested time off and the faculty member completed a Green Folder, because included in that process is the Release Time Certification form. This form would need to be completed as part of the grant application process so as long as a Green Folder were completed, and the Certification form was completed, the faculty member should be covered regarding the time off to complete the project. Proposal to address the second issue is being developed and will be addressed in 06-07.</p> <p>(2) Additional Costs of Research Activities: A concern is the lack of funding to cover costs related to the publication of research such as purchasing reprints or costs for indexing a book. Again, no action was taken but this will be on the agenda for 06-07.</p> <p>(3) Relationship of the University Development Office and Faculty Research: Another issue was the need for greater clarification of the role of University Development in research. There are no clear guidelines about restrictions on faculty seeking funding from foundations and sometimes faculty are only aware of the restrictions after they have submitted a proposal (e.g., Cemala). In fall 06, Committee will submit request that guidelines on this issue be developed and disseminated.</p> <p>(4) Issues Affecting Centers/Fee for Service: While not affecting all faculty, consideration should be given to establishing some sort of procedures outside the "green folder" process to permit centers and faculty to conveniently establish fee-for-service contracts. Issues such as F&A, IRB (is this research?), and budgeting often make it difficult for (1) UNCG faculty to respond quickly and competitively to these requests and/or (2) for the University to be able to "count" all the technical assistance that is being provided to the community and state.</p>
Unfinished business or issues to be addressed:	Proposals/suggested policies on all four issues above will be finalized in fall '06.
Recommendations for senate leadership:	Regarding #3, it might be advisable for Senate leadership to approach University Development to develop an ad hoc committee to develop jointly a policy statement on this issue and determine the best way to disseminate the information and to review it periodically.

Senate Committee On Educational Standards

Committee Chair:	Robert Guttentag
Number of Meetings:	2
Major activities or accomplishments:	<p>Two items of business came before the committee this year.</p> <ol style="list-style-type: none"> 1. Members of the committee were asked to discuss the proposal to add A+ grades to the grading scale at UNCG. The majority of the members of the committee supported the change. 2. The committee was asked to survey the procedures followed at other universities for the approval of proposals for the addition of new courses to the curriculum. <p>Email requests for information about course approval procedures were sent to chairs of Departments of Psychology at approximately thirty universities. The email requests included a description of the process in place at UNCG. The selected universities included other universities within the UNC system, private universities and colleges within North Carolina, and a random selection of colleges in other states who are part of the same "Carnegie Classification" as UNCG.</p> <p>Responses were received from approximately half of the surveyed schools. The reports regarding the number of committees involved in the approval process were mixed. Some of the surveyed schools have a system very similar to that in place at UNCG, in which proposals pass from departments through two more levels of committees within the university. In other schools, there is just one committee (beyond the level of the individual departments) that reviews course proposals. All of the respondents indicated that there is at least one level of review beyond the level of the individual department.</p> <p>Several of the respondents indicated that the focus of the review at their schools was on the place of the course within the university (making sure that one department was not proposing to teach a course that intruded on the domain of another department) and the potential academic quality of the course, and that issues regarding the exact format of course syllabi, the course grading system, whether or not a reading list included recent publications, etc. (issues that arise regularly at UNCG) did not seem (as far as the Department Chairs knew) to be central to the decision process at their institutions.</p> <p>Requests for comments regarding the procedures in place at UNCG were also sent to all department chairs in the College of Arts and Sciences at UNCG. Only four chairs responded, but their responses were quite negative. The complaints focused primarily on the complexity and length of the process, on the perception that it was the format of the proposals that was most critical (that is, whether or not a proposal followed all of the format guidelines) rather than the nature of the course itself, and on a lack of understanding of the rationale behind the current system.</p> <p>Several suggestions were made in the responses for ways to improve the process, including:</p>

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Senate Committee On Educational Standards (continued)	<ul style="list-style-type: none"> • Use electronic submission of materials instead of having to submit large numbers of Xerox copies. • Have a second level of review (beyond the curriculum committee of each unit) only in controversial cases. • Make a staff member available to help faculty and departments edit their proposals to fit the format requirements prior to the submission of the proposal to each unit's curriculum committee. • Clarify the purpose of each committee and the criteria to be used for deciding on the approval or disapproval of proposals.
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Undergraduate Curriculum Committee

Committee Chair:	Elisabeth Hurd
Number of Meetings:	9
Major activities or accomplishments:	<ul style="list-style-type: none"> a) Oversight of undergraduate curriculum and approval of new/amended courses; b) Oversight of GEC designations for undergraduate courses; c) Oversight of service-learning designations for undergraduate courses; d) Discussion and review of assessment methods and data for undergraduate education at UNCG; e) Completion of the self study portion of the General Education Review;
Unfinished business or issues to be addressed:	<ul style="list-style-type: none"> a) Completion of the review of the General Education Program, including hosting outside consultants; b) Review and recommendations based on the General Education review reports; c) Continual work on an effective assessment program for General Education; d) Continual oversight of the courses designated as fulfilling marker requirements; e) Continual oversight that each course syllabus meets all General Education requirements and includes student learning outcomes expected upon completion of the course.

University Promotions and Tenure Committee

Committee Chair:	Gary Rosenkrantz
Number of Meetings:	5
Major activities or accomplishments:	<p>The University Promotions and Tenure Committee met with Provost Edward Uprichard on December 2, 2005. The Provost discussed the committee's charge and responsibilities, reviewed the promotion and tenure schedule, and explained how candidates are selected for review by the committee. The Provost also explained that even though at this time there were no candidates that needed to be reviewed by the committee, it was possible that the Chancellor would refer cases to the committee for review on January 24, 2006. The Provost reminded the committee that all discussions regarding the candidates were to be confidential. Thus, the dossiers of the candidates for promotion and tenure were kept locked in the Provost's conference room. Anna Marshall-Baker, Chair-Elect of the Faculty Senate, attended all meetings as a participating member of the committee, since she was in her second year as an elected member of the committee.</p> <p>On January 24 the Chancellor referred the dossiers of four candidates to the committee for further review. The materials for these candidates were read by the entire committee. On February 1, the committee met once in the early afternoon, and again in the evening. After reviewing and discussing the candidates' dossiers, the committee deliberated and voted on the four candidates for promotion and tenure. Four committee members drafted the committee's reports on the candidates. The four drafts were circulated among the other members of the committee for editing. The committee's recommendations on the promotion and tenure for the four candidates, together with the final versions of the reports on those candidates, were sent to the Chancellor on February 8, 2006. The committee met with the Chancellor and the Provost on February 17, 2006 to discuss the recommendations and reports and answer any questions. The Chancellor and the Provost reviewed their final decisions with the committee on February 24, 2006.</p>
Recommendations for the Senate leadership:	<p>The committee recommends that late in the spring semester of each year there should be a joint meeting of the <i>University Committee on Promotions and Tenure</i> and <i>The Promotions and Tenure Guidelines Committee</i> to discuss promotion and tenure issues.</p>

University Teaching and Learning Center Committee

Committee Chair:	Jacalyn Claes
Number of Meetings:	6
Major activities or accomplishments: University Teaching and Learning Center (continued)	<p>During 2005-2006 the major activities of the committee were discussion and consultation with the Ray Purdom on the impact of the laptop initiative on pedagogy and increasing junior faculty mentoring and support. The committee was kept abreast at each meeting on the laptop initiative and members of the committee attended the workshops by Dave Brown and Linda Nilson.</p> <p>A mentoring initiative was begun this year with twelve junior faculty in their second year at UNCG and twelve tenured faculty from across the university. Faculty mentors and mentees met monthly and junior faculty met in two small groups once a month. Evaluation results indicated that both junior and senior faculty found the mentoring relationship to be productive and junior faculty indicated an increase in their teaching competency. Each junior faculty member constructed a philosophy of teaching statement and presented their philosophy to their small group.</p>
Unfinished business or issues to be addressed:	External and internal funding to institutionalize small groups of junior faculty focused on the scholarship of teaching. Additional workshops on laptops and teaching.

Respectfully Submitted,

Laurie Kennedy-Malone
Secretary of the Faculty Senate, 2005-2006