UNA Shared Governance Executive Committee

Meeting Minutes for September 12, 2011

Attendees: Larry Adams, Ralph Akalonu, Ethan Humphres, Kevin Jacques, Sandra Loew, Brad Peeden, David Shields, Richard Statom, Darlene Townsend, and Brenda Webb

Chair Richard Statom called the meeting to order at 3:30 p.m. on September 12, 2011. Sandra Loew moved to accept the agenda; Kevin Jacques seconded the motion; and the committee approved it. The minutes of August 29, 2011 meeting were approved as presented. (Motion for approval- Larry Adams; second- David Sheilds)

Report from the Chair

Richard Statom reported that the President gave verbal approval on 9/6/2011 to support the proposal from the Infrastructure Development Committee (IDC) to add the Disability Support Specialist position as a voting member to the IDC.

Unfinished Business

1. Richard Statom referenced the change of the charge to Faculty/Staff Welfare (deleting #2#3) indicating that the President expressed strong interest that these charges not be dropped from accountability of appropriate groups in the Shared Governance network. Ethan Humphres agreed to take these to the Staff Senate for discussion that it will become responsible for keeping updates published.
2. Use of proxies by non-voting members. The proposed language change was approved by the committee. The language change requires voting members to send proxies to committee members if they are unable to attend. The maximum number of proxies that may be used per academic year is two(motion-David Shields; second, Sandy Loew)
3. Changes to Shared Governance Document. Discussion included a suggestion by Darlene Townsend that SG Process Flow Chart be reviewed for clarity and a suggestion by David Shields indicated that the chart needs to reflect the typical process.

New Business

1. Quality Assurance in Distance Learning. The SGEC committee reviewed a proposal for quality assurance in distance learning from Dr. Calhoun. Dr. Thornell suggested via e-mail to Richard Statom that Distance Learning committee could review the proposal. Dr Thornell’s suggestion was unanimously approved.
2. Service Learning Committee Proposal. The SGEC committee voted to move this to the curriculum committee as a working group to review this proposal. The group should include a Student Government Representative.

Comments from Constituent Representatives

Student Government Association

* Five year goals were recently established to ensure a continual of vision
* SGA working toward Homecoming celebrations
* Inquiry about where the proposal is for a week long Thanksgiving break

Staff Senate President

* Staff senate engaging in discussions concerning possible reimbursement to the university when coursed taken under the remission of course fee plan are failed
* Exploring placing remission of course forms on line
* Setting annual goals
* Reviewing UNA’s Graphic Standards
* Updating by laws

Faculty Senate

* Academic Affairs committee reviewing Academic Honesty Policy
* Approved UNA Graphic Standards
* Reviewing Promotion Guidelines

Faculty and Staff Senates---hosting question and answer forums on Division I

Student Affairs

* Developed 5-year plan
* Collaborating with the Strategic Planning and Budget Study committee to plan the process for developing a new university strategic plan/President Cale to name committee for Strategic Plan Development
* Transporting up to 600 students from satellite parking sites

The meeting was adjourned.

Respectfully submitted,

Brenda H. Webb 9/26/11