Shared Governance

Executive Committee Meeting Minutes

November 7, 2011

Chair Richard Statom called the Shared Governance Executive Committee Meeting to order on November 7, 2011 at 3:30 p. m. Attendees were: Larry Adams, Ralph Akalonu, Vagn Hansen, Ethan Humphres, Kevin Jacques, Sandee Loew, Brad Peeden, Richard Statom, John Thornell, Darlene Townsend, and Brenda Webb. A quorum was present.

The meeting agenda was approved with one additional item suggested by John Thornell The committee added Retro-active Enrollment of students to the agenda. Minutes of the October 24, 2011, were approved unanimously.

*Report from the Chair*

Richard Statom reported:

1. Guidelines for the Acceptance and Use of Externally Funded Grants and Contracts. A proposal from the Office of Sponsored Programs to approve interim revisions to the Guidelines. *Proposal sent to Research Committee on 10/27/2011.*
2. Multicultural Advisory Committee Membership. Staff Senate nomination of Haley Brink from the Office of International Affairs to replace Ms. Lauren Givens on the Multicultural Advisory Committee. *Proposal approved by President Cale on 10/28/2011.*
3. Honor Cords at Graduation. Registrar Tina Sharp communicated that the Commencement Committee determined that graduating students will be able to wear honor cords/pins for all registered academic honor societies at UNA during graduation ceremony.

*Unfinished Business*

 There was no unfinished business.

*New Business*

1. Early Scholars Program**.** Proposal from the UNA Early Scholars Committee to revise the UNA Early Scholars Program. Dr. Thornell reviewed the five major points of the proposal. In order to submit this proposal at the Board of Trustees, December 2011, meeting, review of this proposal should be expedited. The SGEC unanimously agreed to submit the proposal to the Academic and Student Affairs Committee and the faculty Senate simultaneously. Larry Adams suggested that a member of the SGEC attend the upcoming meetings of other constituencies to provide information and a rationale for proposals.
2. Transient Enrollment Policy. Proposal from the Council of Academic Deans to revise the

Transient Enrollment Policy. By consensus, the SGEC determined that the Transient Enrollment Policy should be directed to the Academic and Student Affairs Committee.

1. Exam Relief for Students. Proposal from Council of Academic Deans to examine and consider formalizing existing “unwritten policy” of allowing student with three final exams on the same day to appeal to the Dean to have one of the exams rescheduled. This proposal will be forward to the Academic and Student Affairs Committee. (Consensus of the SGEC)
2. Retro-active Enrollment. A proposal regarding retroactive enrollment of students (courses taken at other institutions while enrolled at UNA) will be forwarded to the Faculty Senate. The SGEC noted that this is a faculty only issue.

*Comments from Constituent Representatives*

SGA—President Akalonu reminded the committee of: Recycling Effort—Event on November 15 and of the members Roll Call.

Staff Senate—President Humphres indicated no report at this time.

Faculty Senate—President Townsend indicated that the next meeting of the Faculty Senate will include discussions of the DL Quality Assurance and the Faculty Research/Development Guidelines.

Administration—VPAA and Provost Thornell reported that UNA’s first involvement with First Friday’s in Florence was a success. On Preview Day, the University hosted approximately 2,000 visitors.

Respectfully submitted,

Brenda H. Webb 11/21/2011