

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE E-BUSINESS
FOR THE MEETING OF SEPTEMBER 22, 2025**

In lieu of holding a Shared Governance Executive Committee (SGEC) meeting, items of business were e-mailed to the SGEC membership.

Approval of the Minutes of the Meeting of September 8, 2025

The minutes were approved unanimously on motion by Dr. Lee Renfroe and second by Ms. Megan Simmons.

Faculty Senate Nomination of Dr. Lee Renfroe as the Kinesiology faculty representative on the Institutional Review Board (IRB)

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously endorsed to approve, as a recommendation to President Kitts, the nomination of Dr. Lee Renfroe to the Institutional Review Board.

Faculty Senate Nomination of Dr. LaKeva Harris as the replacement for Dr. Nikki Davenport as an ACONHP faculty representative on the Academic and Student Affairs (ASA) Committee, to complete the remaining two years left on Dr. Davenport's three-year service term that ends in August 2027

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously endorsed to approve, as a recommendation to President Kitts, the nomination of Dr. LaKeva Harris to the Academic and Student Affairs Committee.

Faculty Senate Nomination of Dr. Mary Ann Parker as the replacement for Dr. Vicki Howell as a COEHS faculty representative on the Undergraduate Curriculum Committee (UCC), to complete the remaining two years left on Dr. Howell's three-year service term that ends in August 2027

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously endorsed to approve, as a recommendation to President Kitts, the nomination of Mary Ann Parker to the Undergraduate Curriculum Committee.

Faculty Senate Approval of Faculty Handbook Revisions for Section 1, Organization and Administration (including 1.2 and 1.3); Section 2.4, Faculty Search and Selection Procedures (with a suggestion that "social media" be removed and replaced with "approved media outlets) – SGEC later confirmed that this should've referenced A.1 in Appendix 2A rather than section 2.4; Section 2.5, Types of Appointments; Section 2.6.4, Procedure for Promotion and/or Tenure (with a friendly amendment to update the link); Section 2.7.3, Campus Clearance; Section 2.10, Faculty Records; Section 2.11, Application

of Handbook; Section 3.12, Leave of Absence; Section 4.1.1, Full-Time Faculty; Appendix 2.A; and Appendix 2.E

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously endorsed to approve the Faculty Handbook revisions as a recommendation to President Kitts.

Faculty Senate Rejection of Faculty Handbook Revisions

Incorrect Links to Employee Handbook (Sections 2.1, 2.2, 2.3, 2.6.4, and others) and Policy Links (it was requested that the original text be included for review: the argument with the links was around the risk of linking to external sources without any oversight or control. The suggestion was to either reference the other material (i.e., see the Equal Employment Opportunity and Harassment Policy in the employee handbook or just include the text in the faculty handbook. That way if a page gets updated or removed, it does not risk throwing everything else off).

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously approved to return those sections of the Faculty Handbook revisions to the Office of the Provost for correction of links and to work with Faculty Senate on satisfactory use of Faculty Handbook links/policy references for subsequent return to SGEC for review through shared governance.

Faculty Senate Rejection of Faculty Handbook Revisions

Section 3.2.4., Department Chairperson

The section on cost-of-living adjustments is not clear. There were questions on how this would be applied, would it last beyond the position. It just needs to be clearer.

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously approved to return that section of the Faculty Handbook to the Office of the Provost/Human Resources for recommended clarifying language for subsequent return to SGEC for review through shared governance.

Faculty Senate Request for Extension on Review of the Remaining Faculty Handbook Revisions

Dr. Lee Renfroe made a motion that was seconded by Ms. Megan Simmons and unanimously approved to approve a 45-day extension to the Faculty Senate for review of the remaining Faculty Handbook revisions.

Lauren Killen

Dr. Lauren Killen, Chairperson