

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF SEPTEMBER 23, 2019
3:00 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3:00 p.m. on Monday, September 23, 2019, in the UNA Board Room. The following members were present: Dr. Ross Alexander, Dr. Molly Mathis, Dr. Amber Paulk, Dr. Vicki Pierce, Dr. Lee Renfroe, Dr. Terry Richardson, Mr. Jarrod Russell, Ms. Amy Thompson, Mr. Evan Thornton, and Dr. Leah Whitten. Chairperson Felecia Harris presided.

Call of Meeting to Order

Dr. Harris called the meeting to order.

Approval of Agenda

On motion by Dr. Paulk and second by Dr. Richardson, the agenda was approved unanimously.

Approval of Minutes of the Meeting of September 9 and September 20, 2019

On motion by Dr. Richardson and second by Dr. Renfroe, the minutes were approved unanimously.

Report from the Chair

Dr. Harris announced that in an effort that SGEC set the standard for professional and orderly handling of university business, committee members were asked to assist in that effort so that business is handled effectively and efficiently, to include copying Renee Vandiver in communications to the SGEC Chair. Additionally, where needed, the chair communicated that matters may be handled by e-business so as not to impede effective handling of pressing needs.

Enrollment Management Staff Representative on IPO Committee (Lillian Akin movement to College of Business)

Following discussion, Chair Harris was asked to direct Staff Senate to identify and send forward to the Shared Governance Executive Committee the name of an Enrollment Management staff nominee to serve as Lillian Akin's replacement on the IPO Committee given her transfer to the College of Business. Following question of whether SGEC directly responded to the question at hand, namely, whether Ms. Akin could continue to serve on the committee, SGEC members affirmed the action that a replacement be named.

Proposal for the Creation of a Data Governance Committee

Dr. Paulk moved to discuss and Dr. Renfroe seconded the motion. The motion was approved unanimously. Dr. Paulk made a subsequent motion, seconded by Dr. Renfroe, and unanimously approved to recommend to President Kitts the creation of a Data Governance Committee. Upon question, Dr. Mathis noted she would inquire with John McGee as to the appropriateness of an ETS representative on the committee.

Proposal for the Creation of an Admissions Appeal Policy

Dr. Paulk made a motion and Dr. Pierce seconded the motion to consider this an item to be reviewed by all constituent groups, beginning with the Academic and Student Affairs Committee first, followed by all three Senates. The motion was approved unanimously.

Proposal for the Creation of a Rescinding Admissions Policy

Dr. Paulk made a motion and Dr. Richardson seconded the motion to consider this an item to be reviewed by all constituent groups, beginning with the Academic and Student Affairs Committee first, followed by all three Senates. The motion was approved unanimously.

Institutional Review Board Replacement

Chip Burson to replace Shea Self as the Community Representative on the Institutional Review Board through August 2020

Dr. Paulk moved to discuss and Dr. Alexander seconded the motion. The motion was approved unanimously. Dr. Paulk made a subsequent motion, seconded by Dr. Mathis, and unanimously approved to recommend to the IRB that a different Community Representative be appointed, the basis of which is that Mr. Burson's high level of expertise makes his service valuable as an external reviewer to the IRB and since federal regulations dictate that a community member cannot be affiliated with the University in anyway, his affiliation with another academic institution may cause some question. Dr. Richardson recommended that the justification be shared with the IRB so that an appropriate Community Representative may be selected.

Proposal from the Staff Senate for Revisions to the Staff Merit Increase Policy in the Staff Handbook

Dr. Richardson made a motion and Dr. Paulk seconded the motion to consider this an item to be reviewed by the Faculty/Staff Welfare Committee followed by Faculty Senate, if deemed appropriate by the F/S Welfare Committee. The motion was approved unanimously.

Information Item: Staff Senate Bylaws Revision

This was an information item that required no action from the Committee.

Comments from Constituent Representatives

For the Faculty Senate, Dr. Renfroe reported that several proposals are under review by the Faculty Affairs Committee of the Faculty Senate, namely due process. For the Administration, Dr. Alexander provided a summary of the Board of Trustees meeting held on September 20, to include approval of the Master of Science in Applied Manufacturing Engineering degree program and the addition of a Bio-Engineering Technology option to the Bachelor of Science in Engineering Technology degree. Additionally, Mr. Thornton reported that the Board of Trustees approved the university's budget and Project 208 continues to be a major focus of this academic year. For the Staff Senate and SGA, there were no reports.

Upon motion by Dr. Mathis and second by Mr. Russell, the meeting adjourned at 3:20 p.m.

Dr. Felecia Harris, Chairperson