

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF FEBRUARY 2, 2015
3 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Monday, February 2, 2015, in the UNA Board Room. The following members were present: Dr. Greg Carnes, Mr. Clinton Carter, Ms. KeKoria Greer, Dr. Daniel Hendricks, Dr. Scott Infanger, Ms. Jennifer Irons, Mr. Bret Jennings, Dr. Katie Kinney, Dr. Marilyn Lee, Dr. Kristy Oden, and Mr. Jimmy Waddell. Ms. Darlene Townsend, Chairperson, presided.

Call of Meeting to Order

Chair Townsend called the meeting to order.

Approval of the Agenda

The agenda was approved by consensus.

Approval of Minutes of Meeting of January 20, 2015

The minutes were approved unanimously on motion by Dr. Greg Carnes and second by Dr. Lee.

Report from the Chair

Chair Townsend presented a Chair's Report which required no action from the Committee. As an update to the report, Chair Townsend announced that the University Fee Structure Work Group had been approved and appointed by the President.

Proposal from Staff Senate re: SGEC Chair and SGEC Staff Membership

Mr. Waddell made a motion and Dr. Carnes seconded the motion to postpone action indefinitely to allow the Staff Senate to finish its full consideration of the proposal. The motion was approved unanimously. As a point of discussion, Chair Townsend clarified that chairs of committees do have a vote and can make motions.

Information Item: Response from President Thornell regarding the Campus Safety Task Force Report

This was an information item that required no action from the Committee. However, Chair Townsend reported that the SGEC will continue to gather information from other groups reviewing the report so that the SGEC is ready to proceed when a new Police Chief is hired.

SGA Nomination of Ambur Love as a Replacement for Jordan Graham on Distance Learning Advisory Committee

Dr. Lee made a motion and Ms. Greer seconded the motion to recommend to President Thornell the appointment of Ambur Love to fill the SGA position (Jordan Graham replacement) on the Distance Learning Advisory Committee. The motion was approved unanimously.

Revised Proposal for Changes to Section 3.3.3 of Faculty Handbook – Curriculum Development to include the creation of a Non-Traditional and Interdisciplinary Curriculum Committee (NTICC)

Dr. Infanger made a motion and Dr. Lee seconded the motion to create a new Non-Traditional and Interdisciplinary Curriculum Committee to function outside of shared governance and to be appointed immediately with the proposed composition. The motion was approved unanimously. By consensus, the SGEC approved the movement of the proposal for changes to section 3.3.3 of the Faculty Handbook to President Thornell for approval.

Discussion Item: Orientation for Committee Chairs

By consensus, there was support to reinstate a committee chair orientation, the details of which will be worked out between Chair Townsend and Vice Chair Lee. Possible topics discussed for the orientation are: quorum regulations, setting of regularly scheduled meetings to avoid conflict/overlap, frequently asked questions, attendance requirements, annual vice chair elections, submission of annual reports, review of Robert's Rules of Order, review of basic parliamentary procedure, etc.

Discussion Item: Attendance at Committee Meetings

Concerns over lack of attendance at committee meetings were discussed, and possible options were explored.

Discussion Item: Revisions to the Shared Governance Document

Possible revisions to the Shared Governance document were discussed as follows: removal of proxy limits, stronger statement on committee meeting attendance, use of e-business, quorum interpretation, parliamentary procedure statement, clarification of work group establishment, workflow revisions to add EC/COAD to the process and a method for informing the President of in-progress proposals, etc. Chair Townsend volunteered to present a proposed revised SG document for review by the SGEC at a meeting this spring.

Section 3.2.4 of the Faculty Handbook – Department Chair Supplement

By consensus, the SGEC granted a request from the Senate for an extension since the proposal is still under consideration by the Faculty Affairs Committee.

Comments from Constituent Representatives

For the SGA, Ms. Greer reported the following: Step Sing will be held this weekend, the SGA is working to establish a scholarship committee to define the selection criteria for the SGA endowed scholarship, and she participated in a statewide service project in Montgomery with other SGA Presidents. For the Staff Senate, Mr. Waddell reported that the University Wellness Fair will be held from 10-2 on February 11 in the Guillot University Center. For the Faculty Senate, President Infanger reported on unfinished Faculty Senate business that should be completed at the upcoming meeting and reported to SGEC. For the Administration, Clinton Carter provided an update on the special voluntary retirement incentive (SVRI), reported that a simplified housing and meal plan should be finalized this week, and suggested that the SGEC may wish to develop a Tuition Plan Work Group much like the University Fee Structure Work Group.

On motion by Dr. Lee and second by Ms. Greer, the meeting adjourned at 4:20 p.m.

Darlene Townsend, Chairperson