

**SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF APRIL 27, 2015
3 P.M., UNA BOARD ROOM**

The Shared Governance Executive Committee met at 3 p.m. on Monday, April 27, 2015, in the UNA Board Room. The following members were present: 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

An amended agenda was approved by consensus. The agenda was amended to add approval of shared governance committee appointments by e-business.

Approval of Minutes of Meeting of March 16, 2015

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

Report from the Chair

Chair Townsend presented a Chair's Report which required no action from the Committee.

Campus Safety Task Force Recommendations

By consensus, the response from Rob Koch was accepted, i.e., a campus safety module will be included in the FYE/LC course offerings. Ms. Irons made a motion and Dr. Lee seconded the motion to forward the response from Tammy Jacques on recommendation #12 to the Safety and Emergency Preparedness Committee for review. The motion was approved unanimously. Dr. Lee made a motion and Ms. Greer seconded the motion to accept the response from Tammy Jacques on recommendation #13 to conduct a Campus Climate Survey every two years. The motion was approved unanimously. Chair Townsend will follow up with Tammy Jacques to determine which office should administer the survey. By consensus, the response from Tammy Jacques relative to recommendation #14 was accepted, i.e., Ms. Jacques will conduct annual updates with faculty/staff and will provide Title IX information during new employee orientation. Chair Townsend reported that a response from the Safety and Emergency Preparedness Committee had not yet been received, and she will encourage completion in the fall semester. By consensus, the SGEC Interim Report Concerning Recommendations from the Campus Safety Task Force Report was accepted for presentation to President Kitts.

Graduate Council Composition – found on page 10 of the 2014-15 Graduate Catalog (as approved by the Graduate Council on 4-16-15)

Dr. Infanger made a motion and Dr. Lee seconded the motion to consider this proposal editorial for movement to the President for approval. The motion was approved unanimously.

Section 5.1 of Faculty Handbook – Distance Education Definitions

Dr. Infanger made a motion and Dr. Oden seconded the motion to consider this an item to be reviewed by the Distance Learning Advisory Committee followed by the Faculty Senate. The motion was approved unanimously.

Return of Section 6.6.5 to Faculty Handbook – Leave of Absence

Dr. Lee made a motion and Dr. Infanger seconded the motion to consider this a faculty only issue for review by the Faculty Senate. The motion was approved unanimously.

Movement of Leave of Absence Policy from the University Employee Policy Manual and Handbook to the Staff Handbook

Mr. Waddell made a motion and Dr. Lee seconded the motion to consider this proposal editorial for movement to the President for approval. The motion was approved unanimously.

Faculty Senate, Staff Senate and SGA Vacancies on Shared Governance Committees

Dr. Infanger made a motion and Dr. Kinney seconded the motion to consider by e-business the committee appointment recommendations from Faculty Senate, Staff Senate, and SGA. The motion was approved unanimously. As shared governance committee vacancy nominations are made, Chair Townsend asked the Presidents/Chairs of all constituent groups to emphasize the importance of committee meeting attendance and the need for active members on committees.

2015-16 SGEN Meeting Schedule: (3:00 p.m. on Mondays in UNA Board Room, unless otherwise noted) – August 24, September 8 (Tuesday, because of Labor Day Holiday), September 21, October 5, October 19, November 2, November 16, November 30, January 19 (Tuesday, because of MLK holiday), February 1, February 15, February 29, March 14, April 11, April 25

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

Section 3.3.1 of Faculty Handbook – Academic Advisement

Dr. Lee made a motion and Ms. Greer seconded the motion to return the proposal to the Originator because of the expiration of the extension of time for Faculty Senate review with an indication that the Faculty Senate is willing to further discuss concerns and participate in the development of a statement on academic advisement. The motion was approved unanimously.

Revised Academic Honesty Policy

Per the guidelines of the Shared Governance Document, this item will carry over to the fall semester due to significant issues expressed by the Faculty Senate that resulted in postponement of action and return to Committee.

Section 5.6 of Faculty Handbook – Evaluations and Assignments

Faculty Senate President Dr. Infanger reported that the Faculty Senate accepted and approved this proposal. It will now move to the President for approval.

Comments from Constituent Representatives

For the SGA, Ms. Greer reported the following: expressed appreciation for service on the committee; transition to new officers is taking place; provided an update on Higher Education Day activities; campus map placement on campus, one of the primary goals of the SGA, will be accomplished this fall; provided an update on the T.I. concert; and a new goal the SGA will pursue in the fall is covered bus stops for students. For the Staff Senate, Mr. Waddell reported the following: expressed appreciation for service on the committee; one main goal of the Staff Senate, midpoint funding, made great strides; provided an update on Wellness Day activities; and staff satisfaction survey will be issued soon. For the Faculty Senate, Dr. Infanger reported that the final meeting of the Faculty Senate, to be held May 7, will involve the nomination of shared governance committee vacancies. For the Administration, Dr. Hendricks expressed appreciation to SGA President KeKoria Greer for her service and encouraged participation at this weekend's Derby Day event. All constituent representatives expressed appreciation to Darlene Townsend for her service as Chair.

On motion by Dr. Lee, the meeting adjourned at 4:05 p.m.

Darlene Townsend, Chairperson