

**Faculty and Institutional Affairs Committee**

Meeting Minutes

Tuesday, February 16, 2016

Lumbee Hall Room #423

*Members present:* Dr. Sara Simmons (Senator and Chair), Dr. Polina Chemishanova (Senator), Ms. June Power (Senator), Dr. Joe Sciulli (Senator), Mr. David Young (Senator), Dr. Scott Billingsley, (Associate Vice Chancellor for Academic Affairs), Mr. Carlton Spellman (Vice Chancellor for Finance & Administration), Ms. Wendy Lowery (Vice Chancellor for Advancement), Dr. Scott Ziegler (Chair of Faculty Development and Welfare Subcommittee), Dr. Elizabeth Denny (Chair of Faculty Evaluation Review Subcommittee), Mr. Robert Arndt (Chair of Health, Safety, and Environment Subcommittee)

*Members absent:* Dr. Xinyan Shi (Senator)

*Alternate Recording Secretary:* David Young (Senator)

I. Call to Order

The meeting was called to order by Chair Sara Simmons at 3:30 p.m.

II. Approval of Minutes of January 19, 2016 meeting

The minutes of the January 19, 2016 meeting of the Faculty and Institutional Affairs Committee were approved.

III. Approval of February 16, 2016 Agenda

The agenda was approved without additions or corrections.

IV. Report from the Chair

Chair Simmons reported that all proposals from both the Faculty Development & Welfare Subcommittee and the Faculty Evaluation Review Subcommittee which FIAC had heard at its January meeting were approved unanimously as proposed by the Faculty Senate at its February 3, 2016 meeting.

V. Reports from Administrators

A. Dr. Scott Billingsley (Associate Vice Chancellor for Academic Affairs) reported to FIAC on the status of the searches going on for the following: School of Business, Arts & Sciences, Dean of Library Services, and the School of Education. The updated information on the respective searches is as follows:

- The School of Business had two campus interviews with candidates Before the February 16 FIAC meeting, and another was pending.
- The Search Committee for the Dean of Library Services position has scheduled campus interviews for three candidates.
- The Committee for the Dean of the College of Arts & Sciences had Completed their Skype interviews and was scheduled to meet on Friday, February 19 to determine campus interviews.
- Dr. Billingsley was unsure where the search for the Dean of the School of Education was in the process, but believed they had begun reviewing candidates.

B. Mr. Carlton Spellman (Vice Chancellor for Finance and Administration) reported the following at the February 16 FIAC meeting:

- The Appalachian Energy Summit mid-year meeting was held at the UC Annex on February 16 (3:30 p.m.) with over 160 participants from across North Carolina.
- UNC-Pembroke is recognized as a “Tree Campus USA” school for calendar year 2015 and will seek to maintain this national status annually. Tree Campus USA is a program that helps colleges and universities around the country establish and sustain healthy community forests. It recognizes best practices in campus community forestry. UNCP’s tree action plan can be accessed at the official website (<http://www.uncp.edu/about-uncp/administration/departments/sustainability-office/operations/buildings-and-grounds>).
- UNCP earned a “Bronze” AASHE STARS rating on February 12, 2016. This internationally-recognized rating will be in effect for three years, and then it will be reassessed. In the meantime, UNCP’s sustainability report can be accessed at the following website (<http://www.uncp.edu/about-uncp/administration/departments/sustainability-office/planning-and-administration/coordination-planning-and-governance>).
- Division of Information and Technology (DoIT) 2015 annual report can be accessed at the official website (<http://www.uncp.edu/student-services/information-technology/doit-annual-reports>).
- UNCP’s Adverse Weather Policy is being revised.
- 60 million dollars in repairs & renovations backlog, and 2015 saw a repairs & renovations allocation of 1.4 million.
- The University Center patio project is underway.
- The University Center restrooms project has been completed.

On another note, the issue of Dr. Joe West’s surveys (Library and DoIT) was brought up. Concerns were expressed to Mr. Spellman about the following: unclear boundary between Dr. West’s personal research and institutional research, as the former requires IRB approval; use of random sampling; lack of information about the use of the data; and overlap with the responsibilities of the Faculty Senate’s Academic

Support Services Subcommittee. It was decided that the issue will be explored with Dr. West by FIAC members Billingsley, Spellman, and Denny, with a report to follow to FIAC.

C. Ms. Wendy Lowery (Vice Chancellor for Advancement) reported the following at the FIAC meeting:

- University Communications & Marketing:
  - 1). Attempting to use videography as a method for promoting the University.
  - 2). University website continues to be a priority, working through challenges. Offered to bring webmaster, Tony Wilson, to an upcoming FIAC meeting to discuss challenges, etc.
  - 3). Style guide has been refreshed with the most impactful piece being our color of gold. Will be shared with campus community in coming weeks.
- Chancellor's Installation: The website is updated daily with helpful information, invitations sent in next two weeks. UNCP faculty & staff will receive an invite.
- Gifts:
  - 1). \$100,000 supporting Spanish.
  - 2). \$100,000 potential planned gift benefitting the School of Education.
  - 3). \$50,000 supporting Southeast American Indian Studies Program.
- Vacancies: Kristen Anderson, Director of Advancement Services and Chris Davis, Director of the Annual Fund.
- Encouraged people to learn more about the Connect NC referendum/bond and vote on March 15.

## VI. Reports from Subcommittees

A. Dr. Scott Ziegler, (Chair, Faculty Development and Welfare Subcommittee) reported the following at the FIAC meeting:

- At the Subcommittee's last meeting, the members discussed equity pay for faculty.
- Raises in December 2015 were discussed.
- The overall UNCP budget situation was discussed.
- Subcommittee members expressed the desire to have open dialog between faculty and administrators. Chair Ziegler reported that Chancellor Robin Cummings is in full support of the open dialogue between faculty and administration.
- The topic of faculty workload and the number of adjuncts in campus departments was discussed. Specifically, Subcommittee members want to know how adjunct positions are determined.
- At their April meeting, Faculty Development & Welfare will welcome 2 guests from Fayetteville State University to talk about 2/3 teaching load and their University's transition to 3/3 teaching load.

- B. Dr. Elizabeth Denny (Chair, Faculty Evaluation and Review Subcommittee) reported the following at the FIAC meeting:
- FERS will have a number of proposals to bring forward to the FIAC at their March 17 meeting.
  - FERS members want to examine in more depth about how service is becoming an important component of faculty evaluation. Chair Denny inquired as to where to send faculty who are interested in service opportunities. Several contact suggestions were offered and further discussion ensued.
- C. Mr. Robert Arndt (Chair, Health, Safety, and Environment Subcommittee) reported on the following despite having a quorum:
- Speed bumps at Lumbee Hall have been found to be at the legal length of 2 1/2 -3 1/2 inches.
  - It was suggested by Subcommittee members that other speed bumps on campus (for example, near the Health Sciences Building or the Mary Livermore Library) could be improved as well.
  - Some areas on campus (particularly, some offices in the Mary Livermore Library) were tested and found to have mold.

VII. Old Business

None

VIII. New Business

None

IX. Announcements

The next meeting will be held in University Center 233 at 3:30 p.m. on Thursday, March 17, 2016.

X. Adjournment

The meeting was adjourned at 4:48 p.m.

Respectfully submitted by:

Mr. David Young  
Senator and Alternate Recording Secretary