

Academic Affairs Committee
January 19, 2022 at 3:30 pm
Via WebEX: <https://uncp.webex.com/meet/robin.snead>

Committee Members:

Timothy Altman (Senator)
Robert Arndt (Chair, Subcommittee on Academic Support Services)
Paul Flowers (Chair, Subcommittee on Curriculum)
Deborah Hummer (Senator)
Jennifer Jones-Locklear (Senator)
Cindy Locklear (Senator)
Zoe Locklear (Ex Officio, Interim Provost)
Shilpa Regan (Chair, Enrollment Management Subcommittee)
Gretchen Robinson (Senator)
Robin Snead (Senator; Chair, Academic Affairs Committee)
Joseph Van Hassel (Chair, General Education Subcommittee)
Eric Voecks (Senator)

Members absent: Zoe Locklear

Guests- Dr. Elizabeth Normandy

Agenda

I. Call to Order

Call to order 3:30PM

II. Approval of Minutes from the November 17, 2021 meeting

Minutes approved by acclamation

III. Approval of the Agenda

Agenda approved as circulated by acclamation

IV. Determination of Secretary (rotating)

Tim Altman, volunteer

V. Report from Chair

Information from Senate

- From Governance

- Discussing the makeup of Senate membership, qualifications for Senate Chair, and qualifications for Pro Tem.
- Discussing the requirement of roll call voting, as Senate and Senate committees are not policy making bodies
- Ruled that a vote of a simple majority, without consideration of abstentions, is sufficient to pass a motion. Abstentions from voting do not affect quorum.
- Moved to change the membership of FERS to 8 total members including a representative from each division, one at-large member, and a digital portfolio administrator appointed by the Provost. This passed the Senate.
- Moved to clarify that ex-officio members of committees and subcommittees do have voting rights. This passed the Senate.
- From FIAC—motion to clarify that individual self-evaluations do not need to be included in tenure and promotion portfolios, only the summaries
- Special committee on SEIs is making progress but may not have anything ready until next year
- Information on the two-year residency requirement presented by Dr. Jeffrey Howard

Information on the ICC

- There were no proposals establishing new courses seeking ICC designation
- February 2 is the deadline for existing Gen Ed courses seeking ICC designation; March 2 is the deadline for existing non-Gen Ed courses seeking ICC designation
- At this point, the routing form has not been launched in Curriculog for ICC designation

VI. Report from Administration-

Dr. Locklear not able to attend. Dr. Normandy- no report. Available to answer questions.

Dr. Flowers asked if Merit Pay was involved in this pay raise. Dr. Normandy replied that state is giving 2.5% to all faculty. Campus has allocated an amount for Merit pay increases (related to Merit ratings from evaluations). That process will take some time to get through. May see it in March (or later). Robert Arndt- has not had evaluation (from Dean of Library) in several years. Would this apply to Library? Dr. Normandy replied that the Dean of Library will deal with their increases.

VII. Reports from Subcommittees

A. Academic Support Services

Robert Arndt- no report

B. Curriculum

Paul Flowers- considered 9 proposals, pre-requisite changes for history courses, and other. But, nothing for AA to vote on today. More coming later in the Spring.

C. Enrollment Management

Shilpa Regan- No report

D. General Education

No report

VIII. Unfinished Business- no Unfinished Business

IX. New Business

Academic Honor Code questions have arisen regarding plagiarism. University definition of plagiarism does not include self-plagiarism. Some faculty include self-plagiarism in their definition in syllabus. This was discussed by AA committee. The committee will move forward with collecting information about this (involving Student Conduct, etc.).

Academic Affairs meeting in March- Academic Calendar Change -moving beginning of Spring semester, then moved Spring Break dates (over March AA meeting). March and April meetings are busiest meetings of the year.

Robin Snead will send poll to see if March 23 will work as an alternate date (since regular meeting fell during new spring break week).

X. Announcements

Next meeting Feb. 16 at 3:30PM

XI. Adjournment

Adjourned at 4:05PM