

**Faculty Governance Committee
March 28, 2023, at 3:30 p.m.**

Location:

Mitu Ashraf's Virtual Room

<https://uncp.webex.com/meet/ashraf>

Committee Charge: “The Committee on Faculty Governance shall review and interpret the Faculty Constitution, the By-laws of the Faculty Senate, and rules of order for the conduct of Senate business. Changes in any of these areas that are approved by this committee are brought, by the Committee Chair, directly to the Senate for its action.”

Members (name order as it appears on the Senate Webpage):

Mitu Ashraf, Former Senator and Chair (SBS, 2021-2024); David Young, Former Senator and Secretary (ARTS, 2021-2024); Aaron Vandermeer, Former Senator (ARTS, 2022-2025); Mabel Rivera, Unrestricted (EDUC, 2022-2025); Robin Snead, Unrestricted (LETT, 2022-2025); Sherry Edwards, Former Senator (CHS, 2021-2024); Ottis Murray, Former Senator (SBS, 2020-2023); Gary Anderson, Unrestricted (SBS, 2020-2023); Carla Rokes, Unrestricted (ARTS, 2020-2023)

Agenda

- I. Call to Order
- II. Approval of the Minutes of the February 28, 2023, meeting (Appendix A)
- III. Approval of the Agenda
- IV. Chair Report
- V. Unfinished Business
 - a. Update on the Department Representative vs. Division Representative on the Faculty Senate.
 - b. Clarification regarding member absences from Committees and Subcommittees. While the Faculty *Handbook* clearly states that a Committee/Subcommittee member who misses three or more meetings will lose his/her seat, there is no such stipulation in the following cases:
 - i. Clarification regarding Senate member missing Committee meetings (e.g., Academic Affairs Committee, Faculty and Institutional Affairs Committee, Student Affairs and Campus Life Committee, etc.
 - ii. Student Government Association (SGA) president/representative is missing too many meetings. Is the SGA assigned to too many Committees/Subcommittee?
 - iii. Clarification regarding attendance of Ex-Officio members of Senate, Committees, and Subcommittees.
 - iv. Clarification regarding a Faculty Assembly Delegate missing meetings.

(See Appendix B for current Senate policies regarding absences.)

- c. Examine procedures for replacing a Senate, Committee, or Subcommittee member goes on a medical/family leave.

VI. New Business

None

VII. For the Good of the Order

VIII. Announcements

IX. Adjournment

Appendix A

Faculty Governance Committee

Meeting Minutes

Tuesday, February 28, 2023

Mitu Ashraf's Virtual Room

<https://uncp.webex.com/meet/ashraf>

Committee Charge: The Committee on Faculty Governance shall review and interpret the Faculty Constitution, the By-laws of the Faculty Senate, and rules of order for the conduct of Senate business. Changes in any of these areas that are approved by this committee are brought, by the Committee Chair, directly to the Senate for its action.”

Members present: Mitu Ashraf, Former Senator and Chair; David Young, Former Senator and Secretary; Aaron Vandermeer, Former Senator; Robin Snead, Unrestricted; Sherry Edwards, Former Senator; Ottis Murray, Former Senator; Gary Anderson, Unrestricted; Carla Rokes, Unrestricted

Members absent: Mabel Rivera

Also attending: Joe West

Recording Secretary: David Young

I. Call to Order

The meeting was called to order by the Faculty Governance Committee Chair @ 3:31 p.m.

II. Approval of Minutes of January 24, 2023

The minutes of the January 24, 2023 Faculty Governance Committee were approved after a friendly amendment/correction was made.

III. Approval of Agenda

The agenda for the February 28, 2023 Faculty Governance Committee meeting was approved without additions or corrections.

IV. Report from the Chair

No report other than what is listed under New Business in the Committee Agenda.

V. Unfinished Business

None

VI. New Business

- a. Revisit the composition of the Academic Information and Technology Committee
- b. Clarification regarding member absences from Committees and Subcommittees.
While the Faculty Handbook clearly states that a Committee/Subcommittee member who misses three or more meetings will lose his/her seat, there is no such stipulation in the following cases:
 - i. Clarification regarding Senate member missing Committee meetings (e.g., Academic Affairs Committee, Faculty and Institutional Affairs Committee, Student Affairs and Campus Life Committee, etc.)
 - Committee members questioned what happens if a Senator misses more than 2 meetings or 2 from Assigned Senate Committees. Further discussion ensued on this point as there is no consistent enforcement on this rule or procedure.
 - ii. Student Government Association (SGA) president/representative is missing too many meetings. Is the SGA [or SGA President] assigned to too many Committees/Subcommittees?
 - Further discussion ensued on this matter, but no permanent recommendation made.
 - iii. Clarification regarding attendance of Ex-Officio members of Senate, Committees and Subcommittees
 - Further discussion ensued on this matter, but no permanent recommendation was made or solution proposed.
 - iv. Clarification regarding a Faculty Assembly Delegate missing meetings
 - One Committee member who serves on Faculty Assembly informed members that there is a Faculty Assembly Delegate and an Alternate (who attends the meetings in place of the Faculty Assembly delegate if needed). The FGC member asked how absences should be handled on Faculty Assembly since it is a separate organization from Faculty Senate. As there are 3-4 Faculty Assembly meetings per semester, lack of attendance could be an issue. At this point, further discussion ensued.
 - v. Clarification about the calendar of meetings of various Committees and Subcommittees should a meeting happen to fall on a day when the University is closed due to a holiday
 - There was some discussion that the academic calendar (change in semesters) could play a role in this situation. In the end, Committee members mentioned that it is ultimately up to the Committee or Subcommittee Chairs to be aware of the calendar when scheduling the meetings. At this point, further discussion ensued.

- vi. Examine procedures for replacing a Senate, Committee, or Subcommittee member goes on a medical/family leave
 - This issue came up last semester, but no final resolution was made. At this point, further discussion ensued.
- vii. Update on the Department Representative vs. Division Representative on the Faculty Senate.
 - Note: this topic is covered in “For the Good of the Order” section of these minutes.

VII. For the Good of the Order

One Committee member brought up the “response rate” of faculty when elections are held for Faculty Senate positions, including At-Large members. One suggestion to improve this situation would be to change Department representation on the Faculty Senate. At this point, further discussion ensued.

Another topic of discussion was making possible recommended improvements to the Faculty Senate Bylaws (particularly as it relates to faculty attendance on Faculty Senate & University Committees). The Faculty Governance Committee Chair agreed to create a document on the shared folder for Committee members to look at and make suggested comments before the next meeting.

VIII. Announcements

The next meeting will be held on *Webex* at 3:30 p.m. on March 28, 2023

XI. Adjournment

The meeting was adjourned at 4:30 p.m.

Respectfully submitted by:

David W. Young

Recording Secretary
Faculty Governance Committee

Appendix B

Senate Policies Regarding Absences

ARTICLE III

Section 7. No elected Senator may serve more than two successive terms; the filling of an unexpired term shall be deemed as one of the two successive terms.

Section 8. The position of an elected Senator whose term is unexpired shall be considered vacant upon:

- A. Notification by the Senator to the Chair of (1) their resignation, or (2) a leave-of-absence;
- B. The Senator's becoming ineligible through change in professorial status, either at this University or elsewhere;
- C. The Senator's absence from more than two regular meetings of the Senate in an academic year.

Such vacancy shall be filled by special ballot in accordance with Article V, Section 2, A, 3 of the By-Laws for the Faculty Senate. Senators so elected shall serve the unexpired portion of the term.

Faculty *Handbook*, p.5.