

**The University of North Carolina at Pembroke
Faculty Senate Agenda**

Wednesday, March 02, 2022, at 3:30 PM
<https://uncp.webex.com/meet/joe.west>

Members of the Senate:

| To 2022 | To 2023 | To 2024 |
|---|--|--|
| ART Eric Voecks <i>Academic Affairs</i> | ART Nathan Thomas <i>Faculty and Institutional Affairs</i> | ART Holden Hansen <i>Committee on Committees and Elections</i> |
| CHS Deborah Hummer <i>Academic Affairs</i> | CHS Cindy Locklear <i>Academic Affairs</i> | CHS Jennifer Wells <i>Faculty and Institutional Affairs</i> |
| EDN Gretchen Robinson <i>Academic Affairs</i> | EDN Camille Goins <i>Student Affairs and Campus Life</i> | EDN Gerald Neal <i>Academic Information and Technology</i> |
| LETT Robin Snead <i>AA Chair and Senate Chair Pro-Tempore</i> | LETT Richard Vela <i>Faculty and Institutional Affairs</i> | LETT Peter Grimes <i>Student Affairs and Campus Life</i> |
| NSM Timothy Anderson <i>Faculty and Institutional Affairs</i> | NSM Maria Pereira <i>Faculty Senate Secretary</i> | NSM Roland Stout <i>Academic Information and Technology Chair</i> |
| SBS Victor Bahhouth <i>Faculty and Institutional Affairs</i> | SBS Joe West <i>Faculty Senate Chair</i> | SBS Porter Lillis <i>Faculty and Institutional Affairs</i> |
| At-Large Tim Altman <i>Student Affairs and Campus Life</i> | At-Large Renee Lamphere <i>Student Affairs and Campus Life Chair</i> | At-Large Tara Busch <i>Committee on Committees and Elections Chair</i> |
| At-Large Jennifer Jones-Locklear <i>Academic Affairs</i> | At-Large Melissa Schaub <i>Committee on Committees and Elections</i> | At-Large Kelly Charlton <i>Faculty and Institutional Affairs Chair</i> |
| Chancellor Robin G. Cummings Interim Provost and Vice Chancellor for Academic Affairs Zoe Locklear | | |

Order of Business

- I. **Roll Call**
- II. **Approval of the Minutes** (Appendix A)
- III. **Adoption of Agenda (As Revised)**
- IV. **Reports from Administration**
 - a. **Chancellor** – Dr. Robin G. Cummings
 - i. Comments from the Chancellor
 - b. **Interim Provost and Vice Chancellor for Academic Affairs** – Dr. Zoe Locklear
 - i. Personnel updates.
 - ii. Important Event Dates
- V. **Reports of Committees**
 - a. **Operations Committees**
 - i. Executive Committee – Dr. Joe West, Chair
 1. Special Committee to investigate the need for GenEd revisions.
 2. Faculty Evaluation of Administrators
 3. Transition back to face-to-face Senate meetings before the end of this semester. Discussion.
 4. Faculty Senate Chair-Elect Transition Plan
 - ii. Committee on Committees & Elections – Dr. Tara Busch, Chair
 1. **(Vote Required)** Confirm Jessica Dupuis (ARTS) to Budget Advisory Committee and Corey Brittain (ARTS) to Enrollment Management Subcommittee
 2. Elections (For Information):
 - a. Oversight of the Faculty Handbook Committee: Rachel Smith (NSM)
 - b. Faculty Awards Committee: Brooke Kelly (SBS), Karen Granger (EDUC)
 - c. Promotion and Tenure Committee: David Oxendine (EDUC), Alice Kay Locklear (CHS), Cecilia Lara (LETT)
 3. General Updates:
 - a. We will continue the elections process for the Oversight of the Faculty Handbook Committee.
 - b. We will be asking for four nominees for the position of conciliator for undergraduate grade appeals, which will be forwarded to the SGA for selection of one.
 4. We will begin the election process for:
 - a. The Alternate to the UNC Faculty Assembly
 - b. The at-large member of the Faculty Awards Committee
 - c. 3 members of the Faculty Hearing Committee
 - iii. Committee on Faculty Governance – Dr. Carla Rokes, Chair
 1. Governance Update
 - iv. Committee on the Oversight of the Faculty Handbook – Mr. Holden Hansen, Chair
 1. Faculty Handbook Update
 - b. **Standing Committees**
 - i. Academic Affairs Committee – Dr. Robin Snead, Chair
 1. Curriculum Proposals Requiring Action (View at <https://uncp.curriculog.com/agenda:175/form>)

- a. **(Vote Required)** From the Department of Sociology and Criminal Justice—program revision proposal, BA in Criminal Justice, adds CRJ 3700 Ethics in Criminal Justice as a required core course (Appendix B)
 2. Approved Curriculum Proposals for Information
 - a. From the department of History—course revision proposal, HSTS 4xxx, changes the course title and description to clarify that this is a research-intensive course
 - b. From the department of History—course revision proposal, HST 5200, changes the course title and description to correlate with the dual-listed undergraduate course (HST 4050)
 - c. From the Department of Biology—new course proposal, BIO 3015 Medicinal and Poisonous Plants
 3. **(Vote Required)** Motion to revise policy on repetition of course work (Academic Catalog <https://catalog.uncp.edu/content.php?catoid=25&navoid=1504>). Originated with the Enrollment Management Subcommittee, passed Academic Affairs Committee 10-0-0 (Appendix C)
 4. For awareness, but not yet for a vote: the Academic Affairs Committee passed a proposed revision to the Academic Honor Code, which adds multiple submissions of work for credit as an act that violates the honor code. The committee has received feedback and approval from Meg Dutnell and Art Malloy representing Student Conduct, and from Irene Aiken representing the Graduate Council but is awaiting feedback from SGA before bringing this to Senate.
 - ii. Faculty & Institutional Affairs Committee – Dr. Kelly Charlton, Chair
 1. Motion from FERS (Appendix D)
 2. Recommendation from HSES (Appendix E)
 - iii. Student Affairs & Campus Life Committee –Dr. Renee Lamphere, Chair
 1. Addition of Graduate School to SACL
 - iv. Academic Information Technology Committee – Dr. Roland Stout, Chair
 1. No Agenda Items.
 - v. Budget Advisory Committee - Dr. Sherry Edwards
- VI. **Faculty Assembly Updates/Agenda Items.**
- VII. **Graduate Council** (Appendix F)
- VIII. **Other Committees**
 - a. **SEI Special Committee** - Dr. Ottis Murray, Chair
 - b. **CEPP February approved Minutes** (Appendix G)
- IX. **Unfinished Business**
- X. **New Business**
- XI. **For the Good of the Order**
 - a. **Athletic Director** - Mr. Dick Christy (Removed, unavailable to attend)
 - b. **Staff Council** - Jaelyn Wynn, Chair
 - c. **Library** - Jessica Collogan, Dean
- XII. **Announcements**
- XIII. **Adjournment**

Appendix A

The University of North Carolina at Pembroke
Faculty Senate Unapproved Minutes
Wednesday, February 02, 2022 at 3:30 PM
<https://uncp.webex.com/meet/joe.west>

Order of Business

- I. Roll Call**
Members Present: Altman, Anderson, Bahhouth, Busch, Charlton, Goins, Grimes, Hansen, Hummer, Jones-Locklear, C. Locklear, Lamphere, Lillis, Neal, Pereira, Robinson, Schaub, Snead, Stout, Thomas, Voecks, Wells, West, Interim Provost Locklear, Chancellor Cummings
Members Absent: Vela
Guests: Irene Aiken, Katina Blue, Ray Buehne, Tabitha Cain, Polina Chemishanova, Paul Flowers, William Gay, Jocelyn Graham, Matthew Hassett, Kelvin Jacobs, Benjamin Killian, Autumn Lauzon, Ottis Murray, Gerald Neal, Derek Oxendine, Corey Pomykacz, Carla Rokes, Matthew Schneider, Laura Staal, Nathan Thomas, Summer Woodside
- II. Approval of Minutes:** (Appendix A) - Motion by Dr. Stout to approve the Minutes from the 2021.12.01 meeting as presented. **Approved by acclamation.**
- III. Adoption of Agenda (As Revised)** - Motion by Dr. Busch to approve the revised Agenda. **Approved by acclamation.**
- IV. Reports from Administration**
- a. **Chancellor** – Dr. Robin G. Cummings
 - i. Comments from the Chancellor
 1. **Townhall:** the Chancellor reported on a record attendance (160 individuals) in the past Friday’s town hall. It appears that people found it to be useful, productive, and formative. Townhalls are being planned for every other month. A lot of information was shared by the interim vice chancellor for finance and administration Charles Leffler. The presentation went from a basic outline to a much more complex level. The 45 min townhall was recorded and the link is available upon request.
 2. **Budget:** the Chancellor reported that reimbursement has been based on numbers and that in the past 3-4 years UNCP has had a 30% increase in numbers. The budget started July 1, but due to the late approval, the yearly allocated money must be used by June 30th in the areas appointed in the budget. The Chancellor proceed by informing that the 2.5% retroactive lumpsum raise should have been received and that monthly paychecks should reflect the 2.5% increase. Next July, another 2.5% increase will be reflected on each paycheck.
 3. **Covid:** The semester opening was delayed by a week to avoid the holiday surge. The Chancellor extended his appreciation to all faculty, staff, and students that respected the restrictions that were in place when campus reopened. The Chancellor reported that some restrictions on outdoor gatherings have been relaxed and that there are plans in place to relax some indoor restrictions. Discussions are taking place to allow faculty to teach behind shields, with no masks and maintaining a degree of distance, while students will keep their masks on while in the classroom setting. Another consideration in place is to change the testing protocol and start to test for symptoms only. Dr. West made the comment that the free-government home tests arrived quickly and can be used to test

oneself. Dr. West asked the Chancellor to involve the Faculty Senate and the Executive Committee in any decisions that will be made to relax requirements in the classrooms. The Chancellor agreed to continue with open communication with faculty governance, SGA president, and staff council. Dr. West extended his and the faculty appreciation to the Chancellor for all that he has done to involve everyone in these decisions.

4. Provost search: Dr. Gay and the committee were commended by the Chancellor on the excellent work that they have done. The searches have been narrowed down to six candidates of which three will be interviewed on campus with a possibility of a fourth one.
5. Vice-Chancellor for Finance and Administration: Three highly qualified candidates were identified; two have been on campus and the third one will come in the following week. Charles Leffler, current interim CFO was commended on his contributions in bringing new standards and policies to UNCP finances and administration.
6. Chief Communications and Marketing Officer: The Chancellor announced that a committee is in place, and the next step is to select a search firm.
7. Ribbon cutting dates:
 - a. James A. Thomas Hall on April 27, 2022
 - b. Joseph Oxendine Administrative Building (renovation of West Hall) on March 31, 2022

b. Interim Provost and Vice Chancellor for Academic Affairs – Dr. Zoe Locklear

i. Comments from the Provost

1. Faculty Appreciation Dinner, May 5, 2022. There were no dinners in the springs of 2020 and 2021 but there will be one in 2022. Faculty members that received various awards and achievements in all three years will be recognized at this one time.
2. The Director of Admissions has just been named, Jamie Freeman. She worked in the admission office in the past and now is returning to campus starting on February 21st.
3. Dean's Searches for the College of Health Sciences and School of Business continues. Campus interviews are planned to start in late March, early April.
4. Chair Searches: A finalist has been selected for the Dept of Nursing. Four finalists are to be interviewed in the following week for the Dept of Kinesiology.
5. Marion F. Bass Endowed Professorship in Agriculture Science campus interviews are currently going on.
6. Discretionary raises: Provost Locklear thanked the Chancellor for releasing the funds to support raises. Deans, directors, chairs, and other academic leaders will make the final decisions regarding the allocation of those funds.
7. Christine Bell agreed to serve this semester as Assistant Dean for the School of Graduate Studies in an interim capacity.
8. The process to establish the Master's in Occupational Therapy, B.S. in Cyber Security, and the Doctor of Nursing Practice, continues.

V. Reports of Committees

a. Operations Committees

- i. Executive Committee – Dr. Joe West, Chair**

1. Comments from the Faculty Senate Chair: There are two candidates for the Faculty Senate Chair and two candidates for Faculty Senate Secretary positions. A call from the floor will be made for anyone interested in running. Dr. West added that deviating a bit from the norm, a few minutes will be given to each Chair candidate to express their thoughts about Chairing the Faculty Senate.
2. Statements from Faculty Senate Chair nominees:
 - a. Dr. Renee Lamphere – Started at UNCP in 2012 and had Dr. Roger Guy as a mentor. Dr. Lamphere has been part of several committees and held positions of chair and secretary. In preparation for this moment, Dr. Lamphere spoke to many former Faculty Senate Chairs to find out their perspectives on the position and to learn tips from each. Dr. Lamphere spoke of her experience in a leadership position by being on the Faculty Assembly and the work done at the system level. As those connections are already established, Dr. Lamphere is in a unique position to forge connections between our campus and the system level. Dr. Lamphere would like to follow up on Dr. West’s steps and keep the positive momentum between the faculty and the administration, including the new provost. Dr. Lamphere believes that having a good knowledge of the Faculty Handbook is essential to lead the faculty and therefore she will dedicate the summer to become more current on the handbook. Following in the footsteps of Dr. Mann, Dr. Lamphere will hold office hours at Starbucks for the faculty. Dr. Lamphere concluded her remarks by stating that she is passionate about Faculty governance, she is quick with the calendar invites, never misses deadlines, and she fully intends to be an active member of the Faculty Senate next year and in the coming years regardless of the outcome of this election.
 - b. Mr. Holden Hansen – Started at UNCP in 1997 as GPAC director and half-time lecturer in the Dept of English, Theater, and World Languages (current name). Mr. Hansen got into a full-time tenure-track position in 2001, got tenured in 2006, and was promoted to full professor in 2012, the same year that he won the Dial Award for Scholarship and Creative Work. In 2018, Mr. Hansen was the recipient of the UNC Board of Governors Excellence in Teaching. He has been in faculty governance for 20 years serving in eight different standing committees and subcommittees in many different capacities. Mr. Hansen has been serving in the Faculty Senate for ten years and is a strong believer in the concept of shared governance. Mr. Hansen alluded to the fact that he has witnessed the critical importance of the faculty’s voice and its role in representing the faculty at large. He is also committed to working with the administration to deliver the best possible education to our students.
- ii. Committee on Committees & Elections – Dr. Tara Busch, Chair
 1. **Vote Required:** Confirmation of Dena Breece to the Budget Advisory Committee. **Approved by acclamation.**
 2. Elections Update:
 - a. NSM Vacancy on Oversight of the Faculty Handbook Committee, now through 2024
 - b. On 2/1 we will send out the call for nominations for the following:

- i. 2 members of the Committee for Oversight of the Faculty Handbook (2023-2025)
 - ii. 4 members of the Promotion and Tenure Committee
 - iii. 2 divisional members of the Faculty Awards Committee (EDU, SBS?)
 - iv. The Delegate to the UNC Faculty Assembly
 - 3. Faculty Senate Chair and Secretary Election. **Note the current nominations and call for any additional nominations. Dr. Busch called for nominations from the floor for both Faculty Senate Chair and Secretary. Hearing none, Dr. Busch sent by email the survey monkey link to the Faculty Senate members present in the meeting for the two elections to be voted in live time. According to Dr. Busch, it was a tight race, and the winners were Mr. Holden Hansen for Faculty Senate Chair and Dr. Maria Pereira for Faculty Senate Secretary.**
 - iii. Committee on Faculty Governance – Dr. Carla Rokes, Chair
 - 1. TBD – Dr. Rokes reported that FGC has been reviewing the roll call vote procedures and, in their January meeting, the committee voted to officially accept the procedures. The committee noted that the language in the Faculty Handbook could be more accurate and is working on clarifying the language that speaks for the faculty advisory role to the Chancellor as a policy advising body. FGC is also reassessing divisional representation on the Faculty Senate and is planning to present a new proposal to the Senate by the end of the semester. FGC is also discussing and reviewing the social media policy and how different disciplines will be affected in different ways. Senate Chairs, terms and qualifications, and the election process are also being reviewed. A contingency plan is being considered should the Faculty Senate Chair needs to step down. FGC is also working on Chapter 3, Article III, Section 8.A. p 15 of the Faculty Handbook about Senator resignation and leave of absence, with the intent of clarifying the language on the various types of leave of absence and their definitions. Dr. West asked Dr. Rokes if she wanted to make a clarification in relation to the Minutes from the last Faculty Senate Meeting - Dr. Rokes explained that in reading the Minutes there might have been a misunderstanding when Dr. Vandermeer reported to the Senate and she would like to state that “the Faculty Handbook does not clarify the role of the Senate as being a policy-advising body or a policy-making body and that the Senate serves as an invite in an advisory role to the Chancellor.” FGC wants to make sure that the **Minutes reflect that the committee is looking at the language and considering revising it or making it more accurate for transparency.** Dr. West assured Dr. Rokes that such clarification will occur in the upcoming meeting Minutes.
 - iv. Committee on the Oversight of the Faculty Handbook – Mr. Holden Hansen, Chair
 - 1. No Agenda Items
- b. Standing Committees**
 - i. Academic Affairs Committee – Dr. Robin Snead, Chair

1. Potential Changes to the Academic Honor Code regarding plagiarism – The issue of concern is ‘students submitting identical work for credit in different classes, typically a paper.’ Two faculty members of different departments had statements on their syllabi that prohibited the submission of work that had already been submitted on another course. The faculty members pursue this through student conduct but because the UNCP honor code statement does not address this situation either in the plagiarism statement as self-plagiarism or in the cheating statement as submitting duplicate work for credit, no action was taken by the student conduct. The Academic Affairs committee agreed that this issue needs some consideration and therefore, Dr. Snead is in the process of gathering information from other honor codes in other institutions to see how this item is addressed.
2. ICC Status Update – Dr. Killian reported that the committee is at the beginning of the process of review for designation. No new courses have been submitted; the deadline for Gen Ed courses is Feb 2, 2022, and the deadline for all other courses is March 02, 2022. Courses will need designation approval by the Council and then they will be submitted to Curriculog, to be approved by the Senate to be offered in fall 2022. Dr. Killian reminded all departments and advisors that the ICC requirement is active as of fall 2022 to any incoming students under the catalog year 2022-2023, including transfer students.
3. Curriculum Items (For Information)
 - a. Course Revision to increase credit hours from 1 CEU to 3 CEUs: SPN 3010, Early Laboratory Experiences for Prospective Spanish Teachers
 - b. Course Revision to add prerequisite: HST 3060, Revolution and the Young Republic
 - c. Course Revision to add prerequisite: HST 3070, Jacksonian America
 - d. Course Revision to add prerequisite: HST 3100, Civil War and Reconstruction
 - e. Course Revision to add prerequisite: HST 3170, History of North Carolina
 - f. Course Revision to add prerequisite: HST 3720, History of South Asia
 - g. Course Revision to add prerequisite: HST 3820, Growing Up American
 - h. Course Revision to add prerequisite: HST 4220, The Second World War
 - i. Program Revision: Spanish, BA with Teacher Licensure (K-12) to accommodate revision in CEUs for SPN 3010
- ii. Faculty & Institutional Affairs Committee – Dr. Kelly Charlton, Chair
 1. No Agenda Items
- iii. Student Affairs & Campus Life Committee –Dr. Renee Lamphere, Chair
 1. No Agenda Items
- iv. Academic Information Technology Committee – Dr. Roland Stout, Chair

1. Information Update: AITC Special Meeting Update via HEERF Funding – The committee met with Katina Blue to discuss the money received from the state budget which must be spent by May 31st. Twenty-nine classrooms that need technology updates are on the priority list. A purchase order for the equipment has been placed and upon the equipment arrival, Deans and Chairs will be contacted to discuss the appropriate equipment to go into each classroom.

v. Budget Advisory Committee - Dr. Sherry Edwards

1. We will start the Budget Workshops this Friday with Budgeting 101 - Dr. West reported that the budget workshops began this past Friday with the workshop Budgeting 101.

VI. Faculty Assembly Updates: Agenda (Appendix B), Final Minutes (Appendix C) – No questions.

VII. Graduate Council (Appendix D) – No questions.

VIII. Other Committees

- a. **SEI Special Committee** - Dr. Ottis Murray, Chair: Due to audio problems Dr. Murray's report with updates was moved to the next Faculty Senate meeting.
- b. **Faculty Research Advisory Board Updates** - Dr. Steven Singletary, Chair: Dr. Singletary was not at the meeting.
- c. **CEPP October approved Minutes** (Appendix E) - No questions.

IX. Unfinished Business – None.

X. New Business – None.

XI. For the Good of the Order

- a. Athletic Director, Mr. Dick Christy: Mr. Christy was not at the meeting therefore, the report was moved to the next Faculty Senate Meeting.
- b. A Senator brought up an item mentioned earlier by the Academic Affairs committee and decided to bring up that same item here, for the good of the order, as this is an important item for all faculty to know: faculty can customize their syllabi to the needs of their discipline, and it is supposed to be binding. On page 56 of the Student Handbook where the full academic honesty policy statement can be found, the policy reads “*students should be aware that some faculty members authorize or prohibit specific forms of student conduct, which are unique to their courses or disciplines...*” Further down in the statement for students reads “*any special requirements or permission regarding academic honesty in this course will be provided to students in writing at the beginning of the course.*” The same Senator added that the faculty member can, therefore, require anything from the students if it is stated in the syllabus. After a very brief exchange, Dr. Snead concluded that at minimum the settlement form on academic dishonesty should contain the text listed in the Student Handbook. Dr. West added to the discussion that some forms of cheating are not enforceable even if in the syllabus, especially if the cheating cannot be proved. An example given is when students pay websites to write a paper for them. That is not plagiarism, but it is cheating. A faculty member attending the Senate meeting, placed on the chat the following: “The official Academic Honor Code Policy 02.05.05 does not include that language either.” It seems therefore, there is a discrepancy between the Student Handbook and the official policy 02.05.05. The explanation of plagiarism in the policy is not specific enough and it does not cover situations encountered by faculty members; for example, it does not mention reusing previously submitted work in another class. To revise the policy, the office of Student Conduct is the responsible office listed on the policy under the Chancellor's authority. Dr. Snead announced that the Academic Affairs committee will do a follow-up on this item.

XII. Announcements – None.

XIII. Adjournment – Dr. Bahhouth made a motion to adjourn the meeting. The meeting was adjourned at 4:53 PM.

Appendix B

Curriculog Link

<https://uncp.curriculog.com/agenda:175/form>

Appendix C

Repetition of Course Work

A student who wishes to repeat a course must adhere to the following policies:

1. The original course and the repeat course must be taken at UNCP, unless the repeat course satisfied the requirements of a conferred AA or AS under the Comprehensive Articulation Agreement or AFA under the Uniform Articulation Agreement.
2. The course being repeated must be the same course taken previously; no substitutions are allowed.
3. Students may repeat a course twice. Exceptions to this limit require approval of the chair of the department offering the course and the appropriate dean.
4. All grades received in courses repeated will be used to compute the quality point average, unless the student elects to use a grade replacement (see "Grade Replacement Policy" below).
5. A student will receive credit (earned hours) for a course one time, and highest grade will be used in meeting graduation requirements.

Appendix D

FERS via FIAC

Clarification of evaluating bodies for department chairpersons undergoing evaluation. For placement as a second paragraph (see Below) under the “The Deans of Schools and Colleges” section of the Faculty Handbook, which begins on page 82 of the PDF of the Faculty Handbook.

The Deans of Schools and Colleges

The Deans of Schools and Colleges are responsible for monitoring the evaluation process for procedural compliance with the Faculty Evaluation Model as well as for overall fairness and equity. After reviewing the materials submitted by the Department Chair, Peer Evaluation Committee (provided for major reviews, advisory reviews, and post-tenure reviews only), and the faculty member under review, the Dean will complete the Dean’s Recommendation or Report form (available at the website for the Office of Academic Affairs at <https://www.uncp.edu/resources/academic-affairs/academic-affairs-forms>) which will then be forwarded, with the materials the Dean has reviewed, to the Provost and Vice Chancellor for Academic Affairs.

When a Department Chair (or equivalent position) is the faculty member being evaluated, the Dean will act as the Department Chair would in other evaluations. In this case, the Dean will use the Format for Evaluation Reports form instead of the Dean’s Recommendation or Report form. When Deans act as Department Chair, they will likewise remain independent of the Peer Evaluation Committee.

Appendix E

HSES via FIAC

In an effort to encourage healthful behaviors on campus the following recommendation is made:

Dependent upon availability of funding, it is recommended that the Hawk Walk Trail be updated and expanded to reflect changes on campus. It is recommended that outdoor exercise stations with equipment and accompanying instructions be added along the trail. Additionally, clearer signage for the trail is recommended. Making these updates would encourage people to engage in outdoor activities while enjoying the campus grounds.

<https://www.uncp.edu/hawk-walk-trail>

Appendix F



Minutes **UNCP Graduate Council Meeting** Monday, February 21, 2022, 3:00 p.m. Virtual meeting via WebEx

Present: Irene Aiken, Whitney Akers, Suzanne Altobello, Gary Anderson, Christine Bell, Jeff Bolles, Susan Edkins, Kelly Ficklin, Lory Floyd, Susan Frauenholtz, Rita Hagevik, Veronica Hardy, Julie Harrison-Swartz, Naomi Lifschitz-Grant, Roger Ladd, Lisa Mitchell, Jonathan Ricks, Gretchen Robinson, Marisa Scott, Heather Sellers, Thomas Trendowski, Bryan Winters, Velinda Worriax

Absent: Latoya Brewer, Serina Cinnamon

Guests: Cecelia Lara, Elizabeth Normandy


- I. **Agenda was approved with modifications.**
- II. **Minutes from the January 24, 2022 meeting were approved as presented.**



Grad Council Minutes
1.24.22.docx

- III. **Guest: Dr. Liz Normandy—Dual listed courses**
 - a. Dr. Normandy provided specifics on the intent and recommended volume of dual listed courses. She explained that the graduate course should be more rigorous, contain a greater volume of work, have different evaluation standards, etc.

IV. Graduate Faculty Nomination- Item was approved (22-0-1)

| Last Name | First Name | Degree | Dept | Program | Status | CV |
|-----------|------------|--------|--------------|---------|---------|--|
| Dubisky | Diana | Ed.D. | Inclusive Ed | MAT | Adjunct |  D. Dubisky CV.pdf |

V. Course and Program Proposals

- a. **Public Administration Course Proposal: add HAD 5760 (State Decision Making in Health Policy)-** Item was approved (23-0-0)
 - i. **Rationale:** This course has been taught now for several years as a special topics course. Formally authorizing the course would further streamline concentration options and course selection for students.
 - ii. **Catalog Description:** This course examines health policy through the lens of state decision making. Specific attention is paid to the political, socio-economic, and contextual factors that influence state decision making in the realm of health policy. Further, the course highlights the unique challenges and opportunities that federalism presents, as well as explores policy formulation

and implementation on a state-by-state basis as it relates to current health policy.

b. School of Education Proposal- Item was approved (23-0-0) pending CEPP approval.



School of Education proposal.

- i. Eliminate all instances of EDN 5460 from all MAT programs. This course is currently a corequisite in many courses in all education programs (as a way for students to pay for the portfolio system).

c. Elementary Education Program and Course Proposals:

- i. **Elem Ed MAEd Summary of changes-** Item was approved (23-0-0) with the removal of EDN 5460 per previous School of Education Proposal.



ELE Final MAEd Proposal Revision Rec

UNAPPROVED

| | | | Proposed replacement (new courses) | | |
|--|---|---|--|--|---|
| ELE 5700 | Language, Literacy, and Diversity | 3 | ELE 5700 | Proficient Literacy and Reading in the Content Area (Title Change) | 3 |
| ELE 5750 | Curricula Design and Choices | 3 | ELE 5050 | Ed. Technology and Curricula Design (New course) | 3 |
| ELE 5850 | Advanced ELE Social Studies and Lang Arts | 3 | ELE 5850 | Culturally Responsive Literacy and Global Citizenship (Title Change) | 3 |
| Guided Content Electives 12 hrs | | | Guided Content Course Electives 6 hrs | | |
| Total: 36 Semester Hours | | | Total: 30 Semester Hours | | |

- ii. **Elem Ed MAT Program and Course Proposals (new courses)-** Item was approved (23-0-0) with the removal of EDN 5460 per previous School of Education Proposal.



ELE Final MAT Revised Program Revi

| | | | | | |
|----------|-------------------------------------|---|----------|--|---|
| ELE 5700 | Language, Literacy, and Diversity | 3 | ELE 5110 | Assessment in Elementary Education | 3 |
| ELE 5775 | Devel, Div, and Differ. Instruction | 3 | ELE 5120 | Elementary Reading/Written Language Strategies and Instruction | 3 |

| | | | | | |
|----------|--|---|----------|-------------------------------|---|
| ELE 5800 | Advanced Elementary Mathematics and Science | 3 | ELE 5130 | Elementary Mathematics | 3 |
| ELE 5850 | Advanced Elementary Social Studies and Language Arts | 3 | ELE 5140 | Elementary Science | 3 |
| | Advanced Elective | 3 | ELE 5150 | Elementary Global Citizenship | 3 |

d. Reading Education M.A.Ed. Program and Course Proposals- Item was approved (23-0-0).



Reading Prerequisites2-9-22.docx

- i. Rationale: Removal of the prerequisites for courses in the first and second strands of the M.A.Ed. in Reading Education will allow for more flexibility of students to register for courses without getting an override. When this program had more participants, there was a need for prerequisites to ensure student took courses in order. Because of low program enrollment these prerequisites are now a barrier to other programs who wish to use the courses as electives for their program.
- ii. Proposal: Remove prerequisites from RDG 5300, RDG 5301, RDG 5320, RDG 5350, and RDG 5450

e. Health and Physical Education MAT Program and Course Proposals- Item was approved (23-0-0) with the removal of EDN 5460 per previous School of Education Proposal.



M.A. Ed. Program-Health and Physical Education Content Knowledge-2022-23.docx

Overview: There are three PED courses being added and these will be cross listed with undergraduate courses. EDN 5470 is already a course being offered by Elementary Education. Health and Physical Education Content Knowledge is a new course. We are also changing all prerequisites to be reflective of PED or EDN. Comprehensive exams will be eliminated.

UNAPPROVED

Highlighted key- **Red=Eliminated**, **Blue=Change of course prefix or name**,
Green=Course added

| 2021 Program | 2022 Program |
|---|--|
| <p>EDN Core Courses</p> <p>EDN 5040 Introduction to Basic Tenets of Education/<u>15 hours field experience</u></p> <p>EDN 5120 Advanced Study of the Exceptional Child/<u>10 hours field experience</u></p> <p>EDN 5450 Introduction to Curriculum Design/<u>20 hours field experience</u></p> <p>EDN 5460 Field Experience* (0 credit)</p> <p>Content Courses</p> <p>EXER 5010 Health, Fitness, and Exercise Physiology</p> <p>EXER 5020 Exercise, Sport, and Coaching Psychology</p> <p>EXER 5060 Current Issues and Trends in Health, Physical Education, and Sport</p> <p>EXER 5070 The Law in Physical Education and Sport</p> <p>Content Pedagogy Courses</p> <p>EXER 5030 Advanced Teaching Methodologies in Health/PE/<u>12 hours field experience</u></p> <p>EXER 5120 Advanced Teaching Methodologies in Health/PE II/ <u>40 hours field experience</u></p> <p>EXER 6200 Comprehensive Exam (0 credits) (take during last content course)</p> <p>Internship</p> <p>EXER 5810 Student Teaching Internship</p> | <p>EDN Core Courses</p> <p>EDN 5040 Introduction to Basic Tenets of Education/<u>15 hours field experience</u></p> <p>EDN 5120 Advanced Study of the Exceptional Child/<u>10 hours field experience</u></p> <p>EDN 5450 Introduction to Curriculum Design/<u>20 hours field experience</u></p> <p>EDN 5460 Field Experience* (0 credit)</p> <p>Content Courses</p> <p>EDN 5470 Advanced Classroom Management</p> <p>PED 5200//PED 4200 Health and Physical Education Content Knowledge</p> <p>PED 5100/PED 4100 Adapted Physical Education</p> <p>PED 5060/4060 Current Issues in Health and PE</p> <p>Pedagogy Courses</p> <p>PED 5030 Advanced Teaching Methodologies in Health/PE</p> <p>PED 5400 Advanced Teaching Methodologies in Health/PE II/ <u>40 hours field experience</u></p> <p>Internship</p> <p>PED 5500 Student Teaching Internship</p> |

f. **Special Education MAT Program Proposals-** Item was approved (23-0-0).



Special Ed MAT
 Advising Document.docx

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i. **Rationale:** In the current 2021-2022 UNCP Academic Catalog (screenshot provided below), the categories “Special Education Pedagogy: 6 Sem Hrs.” and “Special Education Content 12 Sem Hrs” do not align with how the courses are identified and offered within the program (MAT-SPED Curriculum Checklist provided in attached document). The proposal is to revise the Academic Course Catalog information to reflect how the current MAT with specialization in Special Education courses are categorized.

ii. Proposal:

1. To change the heading "Special Education Pedagogy: 6 Sem. Hrs." to "Special Education Content: 6 Sem. Hrs."
 2. To change the heading "Special Education Content: 12 Sem. Hrs." to "Special Education Pedagogy: 12 Sem. Hrs."
- g. **BIRTH TO KINDERGARTEN MAT Program and Course Proposals-** Item was approved (23-0-0) with the removal of EDN 5460 per previous School of Education Proposal. This program will need to be submitted for SACSCOC for approval.



MAT B-K Program
Proposal.docx

| COURSES | | Cr Hrs |
|----------------------------|---|-----------|
| Education Core 9 hrs | EDN 5040 – An Introduction to the Basics Tenets of Educ | 3 |
| | EDN 5120 – Advanced Studies of Exceptional Children | 3 |
| | EDN 5450 – Curriculum Design & Best Practices (3 cr) | 3 |
| | EDN 5460 Field Experience (0 cr) | - |
| Pedagogy 12 hrs | ECE 5010 – Assessment in Birth to Kindergarten | 3 |
| | ECE 5020 – Child Guidance in Birth to Kindergarten | 3 |
| | ECE 5030 – Emergent Literacy in Birth to Kindergarten | 3 |
| | ECE 5040 – Math & Science in the Early Years (3 cr) | 3 |
| Content 6 hrs | ECE 5110 – Policies and Procedures in Birth to Kindergarten | 3 |
| | ECE 5120 – STEAM in Birth to Kindergarten (3 cr) | 3 |
| Internship 3 hrs | EDN 5810 Internship Practicum (3 cr) | 3 |
| TOTAL | | 30 cr hrs |

- h. **Spanish MAT Program and Course Proposals-** Item was approved (23-0-0).



SpanishMAT-Program
with Course Desc

| University of North Carolina at Pembroke (02/12/2022) | | | | | |
|---|-----------------------------|------|----------------------------------|-----------------------------|------|
| Master of Arts in Teaching in Spanish | | | | | |
| Current Existing Courses | | | Beginning Fall 2022 | | |
| | | | Educator Core (9 Semester Hours) | | Hurs |
| EDN5040 | Intro. to Basic Tenets | 3 | EDN5040 | Intro. to Basic Tenets | 3 |
| EDN5120 | Advanced Study/EC | 3 | EDN5120 | Advanced Study/EC | 3 |
| EDN5450 | Cur. Design/ Best Practices | 3 | EDN5450 | Cur. Design/ Best Practices | 3 |
| Pedagogy (9 Semester Hours) | | Hurs | Pedagogy (6 Semester Hours) | | Hurs |
| SPN4400 | Methods of Teaching Spanish | 3 | SPN5400 | Methods of Teaching Spanish | 3 |

| | | | | | |
|---|---|-------|-------------------------------------|---|-------|
| SPN5830 | Second Language Acquisition | 3 | ENG5830 | Second Language Acquisition (or an equivalent course taught in Spanish) | 3 |
| Spanish Content | | Hours | Spanish Content (12 Semester Hours) | | Hours |
| | | | REQUIRED (3-CREDIT HOURS) | | |
| SPN4700 | Spanish Applied Linguistics | 3 | SPN5700 | Hispanic Linguistics (Required) | 3 |
| | | | ELECTIVES (9-CREDIT HOURS) | | |
| | Advanced Elective UNC Language Exchange | 3 | SPN/SPNS 5XXX-6XXX | - One graduate level Spanish/ Latin American literature or Spanish culture course or Hispanic Linguistics | 3 |
| | Advanced Elective UNC Language Exchange | 3 | SPN/SPNS 5XXX-6XXX | - One graduate level Spanish/ Latin American literature or Spanish culture course or Hispanic Linguistics | 3 |
| | Advanced Elective UNC Language Exchange | 3 | SPN/SPNS 5XXX-6XXX | - One graduate level Spanish/ Latin American literature or Spanish culture course or Hispanic Linguistics | 3 |
| Internship | | Hours | Internship | | Hours |
| SPN4490 | Internship for Spanish Education | 3 | SPN5810 | Internship for Spanish Education | 3 |
| Complete EdTPA portfolio as part of initial licensure | | | | | |
| Complete ALL North Carolina Elementary Education testing requirements for Licensure | | | | | |
| Apply for Initial License | | | | | |
| Apply for Graduation (October 1 st for Spring) (March 1 st for Summer/Fall) | | | | | |
| | | | Total: 30-Semester Hours | | |

i. **MSW Course Revisions-** Item was approved (23-0-0)



Suggested Changes to the MSW Program

| Current Course | Change |
|--|--|
| SWK 5800 Concentration Practicum II and Seminar | Add corequisite SWK 5450 Advanced Generalist Intervention Research |
| SWK 5300 Foundation Practicum I and Seminar | Add prerequisite SWK 5050 Foundations of Social Work Practice |
| SWK 5060 Social Work Practice with Individuals | Add prerequisite SWK 5050 Foundations of Social Work Practice |
| SWK 5450 Advanced Generalist Intervention Research | Add prerequisite SWK 5100 Generalist Social Work Research |

j. **MA in Sport Administration Program and Course Proposals-** Item was approved pending CPMC approval (23-0-0).

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P.E. and Kinesiology
Overview.docx



MA Sport
Administration Char

MA Sport Administration

| Current Program | Proposed Change |
|--|---|
| Required Core: 36 hours | Required Core: 33 hours |
| EXER 5010 Health Fitness and Exercise Physiology | EXER 5010 Health Fitness and Exercise Physiology |
| EXER 5020 Exercise, Sport, and Coaching Psychology | EXER 5020 Exercise, Sport, and Coaching Psychology |
| EXER 5040 Recreation, Leisure, and Tourism | EXER 5040 Recreation, Leisure, and Tourism |
| EXER 5050 Health, Wellness, and Fitness Administration | EXER 5050 Health, Wellness, and Fitness Administration |
| EXER 5060 Current Issues and Trends in Health, PE, and Sport | EXER 5060 Change name to Sociocultural Aspects of Sports |
| EXER 5070 The Law, PE, and Sport | EXER 5070 The Law, PE, and Sport |
| EXER 5080 Facility Design and Management | EXER 5080 Facility Design and Management |
| EXER 5090 Promotion and Marketing of PE and Sport | EXER 5090 Promotion and Marketing of PE and Sport |
| EXER 5100 Leadership and Management in Health, PE, and Sport | EXER 5100 Leadership and Management in Health, PE, and Sport |
| | Add EXER 5130 Sport Governance and Intercollegiate Athletics Administration |
| EXER 5110 Conflict Resolution in PE/Sport | EXER 5110 Conflict Resolution in PE/Sport |
| | Add EXER 5970 Research Methodology I |
| EXER 5980 Research Methodology | EXER 5980 Change name to Research Methodology II |
| EXER 6000 Thesis | EXER 6000 Thesis (move to Capstone Option) |
| EXER 6200 Comprehensive Exams | Revise corequisites to include EXER 5990 as an option with EXER 6000 |
| | Capstone Option: 3 hours |
| | Students will pick one of the following courses |
| | EXER 5990 (change the course description to use the correct department name) |
| | EXER 6000 Thesis |

- k. **Graduate Certificate in Addiction Counseling Program Revision-** Item was approved (23-0-0)



GCAC Curriculog
Proposal .pdf

Proposal: We are proposing to require students enrolled in the GCAC to earn a B or higher in all GCAC courses in order to remain in the certificate program.

- ii. Rat program We are proposing implementing this policy to be more in alignment with the standards and expectations of the national addictions examination

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(Advanced Alcohol and Drug Counselor Exam) that all addiction counselors in the state of NC must pass prior to being independently licensed. See *attachement for additional rationale*

VI. Graduate School Items/Report

- a. Graduate Faculty Renewals due by April 8 to Christine Bell



2022 grad faculty
renewals.xlsx

- b. Recruitment and Enrollment

- i. Spring enrollment
- ii. Admission requirements/fast response/ advisor responses
- iii. Marketing: [Approved Ads](#)
- iv. Graduate School Open House- March 22 ,12pm, 5pm (Virtual)
- v. Financial Aid Day- March 29, 12pm, 5pm (Virtual)
 - o Target X (new application system)-consultant
 - o Graduate Research Symposium –April 5
CHANGE
 - o Spring Fling--Spring 19

VII. Unfinished/New Business

VIII. Announcements/Reminders

1. Remaining Grad Council Meetings for 21-22 academic year: March 21, 2022 (NOTE: 2 pm); April 18, 2022. **Currently, meetings will be held virtually.**
2. Graduation application deadlines:
 - March 1, 2022 for fall 2022 graduation
 - October 1, 2022 for spring 2023 graduation
 - Advisor is now copied on the graduation application submission
 - Dr. Jeff Bolles asked for an option for a student to select a second concentration.*
3. Graduate Research Symposium- April 5, 5:30-7:00 (virtual)
4. Graduate School Spring Fling Event- April 19, 4:30-6:30 (beside baseball stadium)
 - a. Link to RSVP: [Here](#)
5. Grad Finale- March 2 and 3- Sign up to assist at the Graduate School table: [The Graduate School Table at Grad Finale | UNCP Serve](#)
6. Faculty Mentor Awards- Applications due March 5
7. Graduate School Scholarships- Applications due April 1

Appendix G

Council for Educator Preparation Programs

January 19, 2022

3 - 5 pm

<https://uncp.zoom.us/my/drloury>

voting link <https://forms.gle/vVuQX2tjGsd2vXWWA>

I. Welcome, Call to order at 3:03 pm— *Dr. Loury Floyd*

Attendance: I. Aiken, M. Ash, D. Chilcote, S. Cinnamon, M. Edwards, K. Ficklin, L. Floyd, K. Granger, R. Hagevik, E. Jeon Hee, N. Lifschitz-Grant, R. Ladd, A. Lara, L. Locklear, L. Mitchell, K. Pitchford, S. Plata-Potter, J. Ricks, J. Rivera, M. Rivera, G. Robinson, M. Scott, K. Sellers, L. Smith, T. Trendowski, A. Van Buren, N. Vincett, J. Whittington, B. Winters, S. Woodside, C. Wooley

II. Adoption of Agenda - Council Members (2)

III. Approval of Minutes November 10, 2021 – *Council Members (2)*

Approved with 100%

IV. Dean's report (10)

We have a new Director of Engagement and Student Success

CAEP team- new member- Dr. Serina Cinnamon

- a. Field Experience- Field Experience application closed in Braveweb at 5:00 pm on Tuesday, Jan. 25

Background check and district forms will be accepted through 5:00 pm on Monday, Jan. 31

- b. BranchED – *Dr. Marisa Scott- April 11 site visit*

V. Approval of EPP Admission - Council Members (5)

Approved with 100%

VI. Curriculum Proposals (30)

- a. Birth-Kindergarten proposed MAT
b. Elementary Education update to BS
c. Elementary Education updates to MA Ed
d. Elementary Education updates to MAT
e. Timeline for Spring 2022 proposals for 2022-2023 catalog

Proposals discussed and timeline as follows:

Upload to CEPP folder by Feb. 2 for review, Vote at Feb. 9 CEPP, Curriculog deadline Feb. 16, Grad Council 2/21, Curriculum Committee March 3, Academic Affairs Committee March 23

VII. Committee Reports –

- a. MAT Directors - (5)

- i. For an applicant, whose undergraduate hours in a single content area add up to less than 24 credit hours, submission of a passing Praxis II score in the respective licensure area may be attached to the transcript to demonstrate adequate content mastery in lieu of the 24 hours.

ii. BA/BS to MAT proposal for information only

VIII. Assessment and CAEP Accreditation (10)

- a. CAEP update
- b. Recruitment Report – *LaMorris Smith*
- c. Dispositions – *Dr. Mabel Rivera* and *Nicholas Vincett* – *feedback form*
Discussed current disposition assessment systems and informed positive results

IX. Special Initiatives (5)

- a. Superintendent Catherine Truitt campus visit
- b. MAT Professional Learning Series - *Dr. Karen Granger*

X. Announcements - Council Members

XI. Adjourn at 5:16

Important Dates to Remember

- Drop/Add Deadline 8am Monday, January 24, 2022
- Field Experience deadlines
 - Field Experience Application Tuesday, January 25th 5pm
 - Field Experience District Forms Monday, January 31st 5pm
- Brave Educator Academy – February 8, March 8 and April 12 all at 5:00 pm.
- Advanced Level Program Directors' Inter-rater reliability meetings – October 18th, November 15th, January 24th, February 7th, February 21st at 10:00 am
- Teaching Fellows Application deadline – January 24, 2022
- Dean's Roundtable- February 8 & April 21 @ 4pm (virtual)