

The University of North Carolina at Pembroke
Faculty Senate Minutes

Wednesday, April 5, 2023, at 3:30 PM
Thomas School of Business Room 255

AND

<https://uncp.webex.com/meet/holden.hansen>

Order of Business

- I. Roll Call** - A quorum was present, and the Senate Chair called the meeting to order at 3:30 PM
Members Present: Timothy Anderson, Cherry Beasley (Interim Provost), Kelly Charlton, Robin Cummings (Chancellor), Camille Goins, Peter Grimes, Holden Hansen (Chair), Julie Harrison-Swartz, James Hudson, Jennifer Jones-Locklear, Renee Lamphere, Porter Lillis, Rachel Morrison, Beata Niedzialkowska, Lauren Norman, Maria Pereira (Secretary), Carla Rokes, Melissa Schaub, Matt Schneider, Jennifer Wells, Jennifer Whittington
Members Absent: Gerald Neal, Roland Stout, Tracy Vargas, Richard Vela
- II. Approval of Minutes** ([Appendix A](#)) - **Approved as circulated**
- III. Adoption of Agenda - Approved as amended** [Amendments: (1) Under V.a.i.2. – ‘Report’ replaced ‘Discussion’ and Appendix BB was added; (2) Under V.b.i.2. – correction - ‘Vote Required’ strike out; (3) Under v.b.i.2.a.-b. – add ‘For Information,’ under c. add ‘Vote Required,’ under c.vii. add ‘For Information;’ (4) Under V.b.2.d.i. – add ‘Vote Required’ and change the word ‘Practitioner’ to ‘Practice;’ (5) Under V.b.2.d.ii. – add ‘For Information ii.-x.;’ (6) Under V.b.2.e.i.-ii. – add ‘Vote Required’ and under iii. add ‘For Information;’ (7) Under V.b.2.f.i.-ii. – add ‘For Information;’ (8) Under IX. – remove a. (including Appendix G); (9) Move ‘Announcements’ to X.
- IV. Reports from Administration**
- a. Chancellor** – Dr. Robin Cummings
- i. Comments from the Chancellor
1. Searches:
 - a. Provost search nearing the end
 - b. Enrollment Management (removed from the Provost’s purview) is now a VC position. Search is now being conducted by a search firm
 2. Talked to 300+ high school ROTC juniors – UNCP left a positive impression on them
 3. VC for Advancement, Steve Varley is joining NPR. The Registry is the nation's best source for senior interim leadership, and we are using them to choose our Interim VCA
 4. During this month (April) we will have BOT on-campus (next week), BOG (the week after), and the Student Governing Bodies (all SGAs together elect one individual to serve on the BOG)
 5. Commencement is May 5 and 6 – please attend as it is an extremely important day for our students
 - a. Commencement speaker for both ceremonies will be Chief Lynn Malerba (she is the first native to be named U.S. Treasurer and the first female to be named in 2010 as a Chief of the Mohegan Tribe’s modern history and she became the 18th Chief of the Tribe. The position is a lifetime appointment made by the Tribe’s Council of Elders). Among many other accomplishments, Chief Malerba has a Bachelor of Science in Nursing, a master’s degree in Public

Administration from the University of Connecticut, she is a Registered Nurse, and earned a degree as a Doctor of Nursing Practice at Yale University. She was awarded an Honorary Doctoral Degree in Science from Eastern Connecticut State University, and an Honorary Doctor Degree in Humane Letters from the University of Saint Joseph West Hartford, Connecticut

b. Interim Provost and Vice Chancellor for Academic Affairs – Dr. Cherry Beasley

i. Comments from the Interim Provost (Appendix B)

1. 75+ faculty and staff volunteered to be with the BOG
2. Events going on outside of the classroom (participate and encourage students to participate so we can embrace learning inside and outside of the classroom):
 - a. Women’s Empowerment Summit
 - b. Southeastern American Indian Conference
 - c. Old Main Scholars
 - d. The School of Nursing took a group of students to the General Assembly
 - e. Native American Speaker Series (America Indian Nurse representing NIH)
 - f. PURC Symposium
3. School of Education had its virtual accreditation this week and got a positive initial report
4. Searches (key positions that go along with the future Provost that we hire):
 - a. Registrar’s Search Committee has been charged and is looking for applications
 - b. Director of Online Learning led by Dr. Ashley Adams
5. Hires:
 - a. Executive Director of the Bachelor of Interdisciplinary Studies
 - b. Executive Director of University College
6. System’s Office has received and accepted our request for a Master of Healthcare Administration (MHA) and Optometry degrees
7. Students will be surveyed, and meetings will be happening with SGA so students can have a voice in academic course scheduling
8. Faculty Handbook does not state raises people get with promotion and tenure. At this point, everybody who comes up for promotion and tenure will get 3% going from Assistant to Associate and 5% going from Associate to Full
9. VC for Finance and Administration, Gabe Eszterhas was invited to give a financial update on the Budget. The initial report was given in the General Faculty Meeting Report on 2022.12.09 and the current situation is:
 - a. System Office told us in the Spring 2023 that we can do NC Promise in the Summer 2023 - summer tuition is a non-recurring fund for now
 - b. Compared to December 2022, we got slightly more credit hours, and we are going to get slightly more in the enrollment model [we did not qualify for the 1-time stop loss (400K) but gained 200K]

- c. Last December the prediction was 3M dollars less revenue for next year but now we are 3.5M in the red – Unit budgets remain unchanged
 - d. The reserves (revenues from outside the university) are good (6.1 M) which places us in a good position for next year – however, we still have a need for 3.1M (reductions due to reallocations)
 - i. Some units will not be affected while others will get 3.1% reduction starting July 1st
10. The Provost added that a freeze has been put on positions and each of them is being evaluated in conjunction with the Deans. Furthermore, two things must happen at the same time: (1) moving forward (increasing programs that we are offering) but also (2) making sure that we stay within the budget

V. Reports of Committees

a. Operations Committees

- i. Executive Committee – Holden Hansen, Chair
 - 1. Comments from the Chair
 - a. Reminder – Dr. Wade Maki, Chair of the Faculty Assembly, will be on campus April 18th, 3:30-5:00 in Thomas 130 (attend face-to-face or online)
 - b. The last Senate meeting of the year is May 3rd in Thomas 225 and the General Faculty meeting is May 5th in Thomas 130
 - c. Welcome to Julie Harrison-Swartz joining the Senate to fill an unexpired to 2023 CHS position
 - 2. SEI Participation Rates Report ~~Discussion~~ (**Appendix BB**)
 - a. Chair Hansen summarized Appendix BB and informed the Senate that the Provost is going to report to the BOT (the following week) and relay to them our efforts to increase SEIs participation
 - i. One specific concern of the BOT is the participation rate of the online courses
 - b. The Executive Committee presented 5 short term strategies that do not require policy change to the Faculty Handbook, and which will be employed in April, 2023
 - i. Many other good ideas can be implemented next fall
 - c. Need to make sure that faculty has the link available on the Canvas navigation menu
- ii. Committee on Committees & Elections – Dr. Jennifer Wells, Chair
 - 1. **(Vote Required)** CCE Vacancy Appointments:
 - a. Academic Support Services Subcommittee
 - Misti Harper - LETT (2021-2023) - Appointment made by CCE was **adopted by general consensus**
 - 2. **(For Information)**
 - a. Faculty Senate
 - Julie Harrison-Swartz – CHS (to 2023) – CCE ran an election for an open Faculty Senate seat and Dr. Harrison-Swartz is joining us today
 - 3. Committee Update – CCE is running an election (closing tomorrow at 5 PM) for a Faculty Hearing seat – we have 2 nominees (from same dept)

for the 4 open positions. Those nominations will be open again immediately. Once Faculty Hearing has been filled, Faculty Grievance must be filled as well. There are several other positions that we will continue to call for and, we will be sending out the Committee Preference Poll for the next academic year

- iii. Committee on Faculty Governance – Dr. Mohammed Ashraf, Chair
 1. Committee Update – the committee asked the Senate to consider the situation when Senators are committee members (after 2 missed meetings will be removed from the committee) – will those Senators be removed from the Senate as well? The Handbook does not state anything therefore, a proposal will have to come from the Senate about it. Senate Chair Hansen added this recommendation to his list of things to do and will bring it to the Executive Committee for discussion. FGC is also considering changing the structure of the Senate from division representatives to dept representatives
- iv. Committee on the Oversight of the Faculty Handbook – Dr. Rachel Smith, Chair
 1. No Report

b. Standing Committees

- i. Academic Affairs Committee – Dr. Renee Lamphere, Chair – Apologies for all the changes below – there is a problem with the routing in Curriculog that we had not realized and therefore requests were being routed to the Senate when actually they did not need to be
 1. **(For Information)** Curriculum Proposals – New Course Proposals from the Departments of Mathematics and Computer Science, History, Kinesiology, Political Science and Public Administration, and Sociology and Criminal Justice (Appendix C)
 2. **(Vote Required)** View at <https://uncp.curriculog.com/agenda:205/form>
 - a. **(For Information) From the Department of American Indian Studies**
 - i. Course Revision Proposal: AIS 4050 (Contemporary Issues of American Indians)
 - b. **(For Information) From the Department of Biology**
 - i. Course Revision Proposal: BIO 2180 (Principles of Genetics)
 - ii. Course Revision Proposal: BIO 3750 (Neurobiology)
 - c. **(Vote Required) From the Department of Mathematics & Computer Science**
 - i. Program Revision Proposal: Computer Science Minor with Emphasis on Programming
 - ii. Program Revision Proposal: Computer Science, Cybersecurity Track
 - iii. Program Revision Proposal: Computer Science, General Track
 - iv. Program Revision Proposal: IT Minor with Emphasis in Software Application Development
 - v. Program Revision Proposal: Information Technology, General Track, B.S.

The program revisions proposals (i-v) were all taken together, and they were **adopted by unanimous consent (19-0-0)**
 - vi. New Program Proposal: Cybersecurity Minor

New program proposal for a minor is Cybersecurity – **the proposal was adopted by unanimous consent (19-0-0)**

vii. **(For Information)** Course Revision Proposal: ITC 2060 (Human Computer Interaction)

d. **From the Department of Nursing**

i. **(Vote Required)** New Program Proposal: Doctor of Nursing Practice Practitioner (DNP) in Population Health

The proposal was adopted by unanimous consent (19-0-0)

ii. **(For Information ii.-x.)** New Course Proposal: NUR 6000 (Population and Public Health Theory: Problem Discovery)

iii. New Course Proposal: NUR 6010 (Advanced Nursing Health Policy, Practice, and Ethics)

iv. New Course Proposal: NUR 6020 (Evidence-Based Practice, Research Methods, and Clinical Data Management)

v. New Course Proposal: NUR 6031: Clinical Practicum I: Organizational and Public Health Systems Leadership

vi. New Course Proposal: Clinical Practicum II: Population Health and Health Promotion Modeling

vii. New Course Proposal: NUR 6034 (Clinical Practicum IV: Project Evaluation and Dissemination)

viii. New Course Proposal: NUR 6101 (Nursing Inquiry: DNP Project 1)

ix. New Course Proposal: NUR 6102 (Nursing Inquiry: DNP Project 2)

x. New Course Proposal: NUR 6103 (Nursing Inquiry: DNP Project 3)

e. **From the Department of Political Science & Public Administration**

i. **(Vote Required)** Program Revision Proposal: Legal Studies Minor

ii. **(Vote Required)** Program Revision: Public Administration Minor

Two program revisions from the Dept of Political Science & Public Administration – **The two proposals were adopted by unanimous consent (19-0-0)**

iii. **(For Information)** Course Revision Proposal: PAD 5520 (Principles of Budgeting and Finance)

f. **From the Department of Social Work**

i. **(For Information)** Course Revision Proposal: SWK 5060 (Social Work Practice with Individuals)

ii. **(For Information)** Course Revision Proposal: SWK 5300 (Foundation Practicum I and Seminar)

3. **(Vote Required) General Education Subcommittee Proposal:** View at <https://uncp.curriculog.com/agenda:205/form>

a. **From the Mathematics & Computer Science**

i. New Gen Ed Course Proposal: MAT 1055 (Quantitative Reasoning)

The proposal was adopted by general consensus (19-0-0)

- ii. Faculty & Institutional Affairs Committee – Dr. Kelly Charlton, Chair
 - 1. Committee Update
 - a. It will not be economically feasible to remediate Village Apartments – the goal is to demolish
 - b. The air purifiers present in different classrooms are part of a state grant, and use UV light for bacterial and viral control
- iii. Student Affairs & Campus Life Committee –Dr. Peter Grimes, Chair
 - 1. No Report
- iv. Academic Information Technology Committee – Dr. Camille Goins, Chair
 - 1. Committee Update
 - a. No TikTok on Government devices – If legislation passes, information will be sent regarding these changes
 - b. Annual security training is required for staff and recommended for students. See DoIT projects on their dashboard
 - c. Library has a new audiobook/e-book app (Hoopla) to be downloaded on mobile phones – login to sign up
- v. Budget Advisory Committee - Dr. Melissa Schaub, Chair
 - 1. Proposal to Revise Budget Advisory Committee Principles (Appendix D)
The original document was produced during the pandemic summer (by an ad hoc committee) and in the following fall the Budget Committee came into official existence. The document stated that BAC would review it every 3 years. The document itself is designed to be a statement of the will of the faculty (a survey of the faculty was conducted) and about what the faculty consider to be our priorities if the administration is faced with the need to make budget cuts in a short period of time and have no time to do a full consultation with the faculty. Dr. Schaub asked the Senate for a vote to endorse the document in Appendix D as it would become a record of the general will of the faculty concerning budget cuts. The final document (**Appendix A to the Minutes**) will be listed as **Revised April 2023** (the next revision will be in spring 2026). Chair Hansen stated that the request comes from a committee and therefore does not require a second. **The proposal passed unanimously (19-0-0)**

VI. Faculty Assembly Updates:

- a. **Brief Report** – Dr. Renee Lamphere, Faculty Assembly Delegate - The Faculty Assembly did not meet in March and therefore, Dr. Lamphere did not have a report
- b. **Faculty Assembly 22-23 Documents**

VII. Graduate Council – March 20, 2023, Meeting (Appendix E) - Dr. Irene Aiken commented that graduate council had the Graduate Research Symposium the day before, with a tremendous crowd. Appreciation was extended to all those that helped (mentors, moderators, judges, etc.) and to the students themselves

VIII. Other Committees

- a. **CEPP** – February 8, 2023, Meeting (Appendix F) – Dr. Loury Floyd present to answer any questions

IX. Unfinished Business

- a. ~~(Vote Required) Proposal: Revision to Classroom Management Policy (Appendix G)~~
- b. **(Vote Required)** Proposal: Revision to Faculty Awards Processes (Appendix H) – Chair Hansen stated that in summary, the proposal was presented in the March meeting and was referred back to the FAC so that they could have the proper amount of time to adjust the

Holshouser award, which also showed incorrect dates on the calendar. Furthermore, the Executive Committee found a couple of things that needed adjustments, after the FAC had voted on it. Therefore, Chair Hansen proposed to add those as friendly amendments (listed in red among the green text in **Appendix H on the Agenda**), as they are not changing the original intent of the proposal. A new friendly amendment was made during the meeting under - "**Suggested Schedule: Board of Governors' James E. Holshouser Award** and under - *Early-October _ UNCP nominee selected by Provost Office in ~~eonsult~~ consultation with the chancellor.*". The proposal came from the Faculty Awards Committee, therefore, does not require a second. **The proposal carried unanimously (19-0-0)**

X. Announcements

- a. Appreciation was extended by the Chancellor to the:
 - i. Arts Dept and the beautiful art sculptures in the back yard of the residence and asked individuals to go see it especially in the evening when the lights are on
 - ii. Music Dept, the band director, and the band for their performances (new instruments and uniforms were acquired with newfound funds)

Chair Hansen asked for a motion to extend the meeting by 30 minutes. **The motion was made, seconded, and carried unanimously**

All guests were asked to leave the room, the WebEx was turned off and the Faculty Senate went into closed session

XI. New Business

- a. Closed Session - A nomination was made by the Honorary Degree Committee for an individual to be awarded the Honorary Degree of *Doctor of Laws for Outstanding Public Service or Enterprise*. **The Faculty Senate approved unanimously (19-0-0)**

XII. Adjournment - The Senate came out of closed session and **the meeting was adjourned at 5:03 PM**

Suggested Principles for Addressing Budget Shortfalls

In line with the shared governance principle of faculty participation in university matters focused on curriculum and pedagogy, the Budget Advisory Committee has sought to identify the values of faculty when addressing potential budget shortfalls. As part of our charge to “serve in a consultative role to the Vice Chancellor of Finance and Administration regarding the University’s strategy and management of fiscal resources and ensure that the University meets its fundamental mission, vision, and core values and future aspirations,” we offer the following as a record of the general will of the faculty concerning budget cuts.

General Principles

- These recommendations shall be reviewed every three years by the Budget Advisory Committee.
- Transparency about funding sources and how funding is allocated to programs and expenditures leads to greater faculty understanding of budget decisions and increases the value of shared governance. Faculty who serve in shared governance roles must be involved in defining mission-critical functions and services across campus. The Vice Chancellor’s participation on this committee is appreciated, and the Budget Advisory Committee should be involved in most consultative interactions, but if budget crises develop with short notice or over time periods when regular committee meetings are not possible, it is our expectation that the chair of the committee and the chair of the Faculty Senate, at minimum, would be consulted.

Protection of Positions and Compensation

As a guiding principle, furloughs are preferred to salary reductions and salary reductions are preferred to the elimination of filled positions. Furloughs are defined as mandatory unpaid days off, while salary reductions are cuts in permanent base pay. If the UNC System creates early retirement incentives, the institution should leverage these as far as possible to avoid other cuts.

- If furloughs or salary reductions are needed, progressively scale them (lower salaries are cut by a lower percentage, higher salaries are cut by a higher percentage, ideally with a zero-cut bracket for the lowest salaries).
- Maintain all tenured and tenure-track lines, with the current teaching load policies and practices, for the sake of academic and pedagogical productivity and continuity.
- Protect mission-critical departments and their human capital, regardless of productivity.
- Define “mission-critical” not solely by enrollment in courses; other factors include but are not limited to longevity of service, role in student progress to degree, significance of service to the local or campus community, and ability to maintain continued access to high quality teaching faculty in the local area.
- Protect mission-critical faculty and academic staff lines; if maintaining a line is not possible, offer best faith efforts of continued job security in complementary roles.
- If cuts are so severe as to involve the elimination of positions or whole departments, it is especially vital for faculty governance to be involved in the process as described above, particularly in determining the definition of “mission-critical” or in any type of academic program review.

Maintaining Student and Pedagogical Support

- Hold harmless, to the greatest extent possible, services that have a direct impact on student success in the realms of academics (including the Mary Livermore Library and subscriptions to scholarly works, Accessibility Resource Center, Writing Center, Center for Student Success, Teaching and Learning Center, Office of Online Learning and other essential support staff), soft skill development (e.g., Career Center, Diversity and Inclusion, etc.), and health (e.g., CARE Team, Student Health Services).
- Protect those services and activities (both academic and non-academic) that are essential to face-to-face instruction equally with those essential to online instruction.
- Reduce departmental operating budgets, with a focus on promoting more environmentally-friendly and health-conscious operations (e.g., minimize printing of course materials).

Professional Development

- Prioritize conference and professional development funding for faculty who present or perform at a conference/performance, and for conferences or continuing education tied to accreditation, licensure, certification, and grant development.
- Create a transparent, efficient, and inclusive process for approving professional development funding.