

Faculty Governance Committee
Minutes
21 September 2010
217 University Annex

Present: Libby Denny, Betty Brown, Sherry Edwards, Meki Graham, Martin Farley, Beverley Justice, Mary Ann Jacobs, Therese Rizzo, Rami Maysami

I. Call to Order

The meeting was called to order at 3:30 p.m by Senate Chair Rami Maysami

II. Approval of Minutes

The minutes of April 20 were by unanimous consent.

III. Approval of Agenda

The committee amended the agenda to include three new items under “New Business” (Items 2, 3, and 4) and one new item under “Old Business” (Item 1). The amended Agenda was approved by unanimous consent.

IV. Old Business

1) The committee decided to move the discussion of the document entitled “Governance Committee Recommended amendments to the Faculty Constitution” (see attachment 1) as presented by Libby Denny in an email to the committee to New Business.

VI. New Business

- 1) The committee unanimously elected Beverley Justice as the Committee Chair.
- 2) The committee unanimously elected Therese Rizzo as the Committee Secretary.
- 3) The committee discussed a proposed change brought forward by the Student Affairs and Campus Life Committee to their membership policy. Betty Brown moved to table the conversation to a later meeting. This motion was unanimously approved.
- 4) The committee discussed the document entitled “Governance Committee Recommended amendments to the Faculty Constitution” (see attachment 1). The committee discussed why these approved changes had not made it into the current Faculty Constitution. The committee decided to continue discussions about creating a method or methods for continually updating the Faculty Handbook.

VII. Adjournment

The Committee adjourned at 4:20 p.m.

Respectfully submitted,

Therese Rizzo, Secretary

Attachment 1— Governance Committee
Recommended amendments to the Faculty Constitution ([Go Back](#))

Delete material in **red**, add material in **blue**

UNCP Faculty Constitution

Preamble

We, the members of the Faculty of The University of North Carolina at Pembroke, desiring to:
Provide a democratic form of government for the coordination of faculty activities;
Provide a forum for the expression of faculty views and interests;
Maintain academic freedom, academic responsibility, and faculty rights;
Improve **intellectual**, cultural, social, and physical welfare;
Develop better educational standards, facilities, and teaching methods;
Foster the recognition of the rights and responsibilities of the faculty to the school, the community and humanity;
do hereby establish this Constitution.

ARTICLE I. GENERAL FACULTY

Section 1.

Section 2. Powers

The General Faculty shall have power (or authority):

- A. To receive reports from--and make recommendations to--the Faculty Senate.
- B. To discuss--and pass resolutions on--matters relating to the life of the University.
- C. To take action on the awarding of regular and honorary degrees.
- D. To review and revoke action of the Faculty Senate.
- E. To review and modify the structure of Faculty Government.
- F. To elect Senators-at-Large, members of the **Faculty** Hearing Committee, **members of the Faculty Grievance Committee**, and Delegates/Alternates to the UNC Faculty Assembly.

Section 3. Meetings

The General Faculty shall meet three times during the academic year, the exact dates of the meeting to be determined by the Chancellor and the Chair of the Faculty Senate. The first meeting will coincide with the fall opening of the University. The second meeting will be held in **December** **late Fall in time for the approval of graduates**. The third meeting will be held in the Spring in time for the approval of graduates.

A.

B. The Agenda for the regular meetings of the General Faculty shall be determined by **the Senate Executive Committee consisting of** the Chancellor and the Executive Committee of the Faculty Senate. The Agenda shall contain a report on the business conducted by the Senate since the last meeting of the General Faculty.

C. .

D.

E. Voting in General Faculty Meetings shall normally be by voice vote. Vote by ballot shall be taken on motion approved by a majority of members present and voting. Results of voting shall be recorded in the minutes. ~~Voting for Senators-at-Large shall come from a list of nominees prepared by the Senate Committee on Committees and Elections and voted on by the General Faculty by secret ballot. Additional nominations may be made from the floor.~~

F.

Section 4. The minutes and records of the General Faculty shall be kept by the Secretary of the Faculty Senate.

A. Copies of the minutes of General Faculty Meetings shall be sent to each member.

B. Minutes of the General Faculty Meeting shall be placed on file in the Office of the Chancellor, of the Provost and Vice Chancellor for Academic Affairs, ~~and~~ in the UNCP Archives and on the website of the Faculty Senate.

ARTICLE II. FACULTY SENATE

ARTICLE III. MEMBERSHIP AND ELECTIONS

Section 1.

Section 2.

Section 3. Eligibility for election to Senate membership is restricted to members of the General Faculty

A. not holding an administrative position above that of Department Chair ~~or above that of Assistant Dean in the Library~~, and

B. Having a minimum of two consecutive years as members of the General Faculty at The University of North Carolina at Pembroke prior to candidacy, and having not broken the current period of employment at UNCP except by virtue of approved leaves of absence.

Section 4.

Section 5. Senators representing divisions shall normally be elected during the month of ~~February~~ October by those holding current academic rank in the division they will represent, to take office at the adjournment of the first General Faculty meeting of the academic year. Faculty members with joint appointments shall be eligible to run and to vote in only one division in the election of Senators representing divisions.

Section 6. Elections for Senators-at-Large shall be conducted immediately following election of division representatives, for a term of three years. The election of Senators-at-Large shall be conducted by the Committee on Committees and Elections of the Senate.

Section 7.

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) his/her 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 failure to attend two consecutive regular meetings of the Senate, if unexcused by the Senate.

Such vacancy shall be filled by special **mail** ballot in accordance with Article V, Section 2, A, ~~5~~ 3 of the By-Laws for the Faculty Senate. Senators so elected shall serve the unexpired portion of the term.

Section 9.

ARTICLE IV. DUTIES OF SENATORS

ARTICLE V. OFFICERS

Section 1.

Section 2.

Section 3. The Duties of the Faculty Senate Chair shall include:

- 1. Attend the Board of Trustee Meetings when invited.
- 2. Meet with the Chancellor and Provost once a month.
- 3. Attend at least one Faculty Assembly meeting.
- 4. Email the general faculty a Senate Newsletter highlighting noteworthy topics from the Faculty Senate meeting.
- 5. Serve as Campus Appeal Board chair.
- 6. Select a designee, from the General Faculty, to serve on special committees formed by the administration.
- 7. Ensure the Faculty Handbook is revised to reflect changes made during the Academic year.
- 8. And other duties as the Senate may direct.

Section 4. The Senate shall elect from its voting membership a Secretary to serve for a period of one year. The Secretary shall serve as the Secretary of the General Faculty.

ARTICLE VI. COMMITTEES

ARTICLE VII. MEETINGS

Section 1.

Section 2.

Section 3. Written notices of Regular Meetings of the Senate shall be sent to each Senator ~~one-week~~ five business days prior to the meeting and shall contain ~~a tentative~~ an agenda. Special Meetings, when practicable, shall require a three-day notice. Special Meetings may be arranged by telephone or ~~telegraph~~ e-mail. ~~Department offices will be notified.~~ The General Faculty will be notified.

Section 4.

Section 5. Fifteen ~~Voting~~ Elected Members of the Senate present at any meeting shall constitute a quorum.

Section 6. Minutes of all meetings shall be ~~distributed to the faculty~~ posted on the Faculty Senate web site within ten days after approval.