

## Faculty Council

### Minutes of April 18, 2019 Meeting

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#### Voting Members Present

**(Ex Officio):** Rich Leeman (President); Joel Avrin (President-Elect); Charles Bodkin (FEC, COB); Jonathan Marks (FEC, CLAS); Ryan Harris (FEC, LIB); Phil Dubois (Chancellor); Joan Lorden (Provost and Vice Chancellor for Academic Affairs); Kevin Bailey (Vice Chancellor for Student Affairs); Lee Gray (Interim COAA Dean); Pat Mynatt (On behalf of COB Dean); Claudia Flowers (On behalf of COED Dean); Robert Johnson (COE Dean); Jennifer Troyer (Interim CHHS Dean); Nancy Gutierrez (CLAS Dean); Tom Reynolds (Graduate School Dean); Anne Moore (Library Dean); John Smail (UCOL Dean)

**(Unit Representatives):** Veronica Robinson (AFRS); Jonathan Marks (ANTH); Jefferson Ellinger (SOA); Cory Brouwer (BINF); Melanie Harris (BIOL); Ram Kumar (BISOM); Tom Schmedake (CHEM); Shen-En Chen (CEGR); Craig Paddock (COMM); Taghi Mostafavi (ITCS); Matt Phillips (CJUS); Karen Hubbard (DANC); Ellen Sewell (ECON); Carl Westine (EDLD); Jake Smithwick (ETCM); Greg Wickliff (ENGL); Yilei Zhang (FINN); John Diemer (GYES); Amal Houry (GIAS); Jurgen Buchenau (HIST); Bret Wood (KNES); Michael Doyle (LACS); Rita Johnston (LIB); Karen Ford-Eickhoff (MGMT); Charles Bodkin (MKTG); Kevin McGoff (MATH); Terry Xu (MEES); Warren DiBiase (MDSK); Evelyn Orman (MUSC); Willie Mae Abel (SON); Lisa Rasmussen (PHIL); Tsing-Hua Her (PHYS); Cheryl Brown (POLS); Amy Canevella (PSYC); Monika Sawhney (PHS); Luke Reinke (REEL); Susan McCarter (SOWK); Phil Rutledge (SOCY); Tom Moyer (ITIS); Gloria Campbell-Whatley (SPED); Jan Rieman (UWP)

#### Voting Members Absent

**(Ex Officio):** Debra Smith (Secretary); Angela Rajagopalan (FEC, COAA); Mohamed Shehab (FEC, CCI); Jeanneine Jones (FEC, COED); Yesim Sireli (FEC, COE); Mike Turner (FEC, CHHS); Ann Gonzalez (FEC, CLAS); Jen Hartman (FEC, CLAS); Rick Tankersley (Vice Chancellor for Research and Economic Development); Fatma Mili (CCI Dean)

**(Unit Representatives):** Paul Tanyi (ACCT); John Hukka (AERO); Jane Dalton (ARTS); Lyndon Abrams (CSLG); Arindam Mukherjee (ECGR); Stephan Hobbs (MSCI); James Tabor (RELS); Gary Teng (SEEM); David Fillmore (THEA)

#### Also Present (but Not Voting)

Leslie Zenk (Academic Affairs); Matthew Wyse (Academic Affairs); Jay Raja (Academic Affairs); Kim Bradley (Chancellor's Office); Susan Sell (CHHS); James Lorello (Dean of Students Office); Jody Cebina (Distance Education); Mindy Adnot (Honors College); Jon Reece (Registrar); Cathy Blat (University Center for Academic Excellence)

(Attendance chart attached)

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The Faculty Council meeting began at 1:00 P.M.

1. **Minutes of the previous meeting of the Faculty Council.** Discussion of the minutes for the March 14, 2019 meeting generated one suggestion. Ford-Eickhoff suggested, in Agenda Item #5, adding to the line, “Ford-Eickhoff suggested removing one sentence...” with the following, “because the sentence conflates the annual review process with the reappointment review process.” Marks moved to approve the minutes with this amendment. Ford-Eickhoff seconded the motion. The minutes for the March 14, 2019 meeting were approved unanimously with one amendment.
  
2. **Request to award degree in memoriam to Imtiaz Ikram.** Rasmussen moved to award. Marks seconded the motion. The motion to award degree in memoriam to Imtiaz Ikram was approved unanimously.
  
3. **Request to award degree in memoriam to Joel Laws.** DiBiase moved to award. Rasmussen seconded the motion. The motion to award degree in memoriam to Joel Laws was approved unanimously.
  
4. **Request to award degree in memoriam to Pracheta Dutta Tumpa.** Marks moved to award. Ford-Eickhoff seconded the motion. The motion to award degree in memoriam to Pracheta Dutta Tumpa was approved unanimously.
  
5. **Review of the Five-Year Academic Calendar.** 2022-2023 is the column we have not seen yet. Second summer start has been changed to July 5 from July 3 based on suggestion of FEC. The Registrar’s Office made that change to the draft calendar, which will cause the session to end on a Thursday. This reduces the amount of time for grading by one day. Leeman believes this a fair trade off.

It was noted, the first day of class starts during the Republican National Convention being held in Charlotte. Center City building will be impacted.

Marks moved to recommend approval to the Chancellor. McCarter seconded the motion. The motion to recommend approval of the Five-Year Academic Calendar to the Chancellor was approved unanimously.

6. **Request to revise Grading Policy regarding grade replacement.** The revision would like to provide automatic grade replacement for the first two courses a student takes again. Email notification with opt out option is sent to the student. The reason for the proposed change is that many students thought grade replacement was automatic or did not know the time requirement for applying for grade replacement. This will help make the process easier for students.

Q: Mullis asked, if passed, when this policy would begin.

A: Leeman indicated Fall 2020.

Q: Mullis asks if the first two courses you register for that are repeats will receive automatic grade replacement, how far back the policy would reach. For example, would it grade replace a grade course you took 15 years ago? The Grade Replacement Policy began in 2007. How should ITS write this?

A: Mynatt answered that if you have a degree and come back for a second degree, you can only use grade replacement for the second degree. We could keep it as 2007 and add language to the policy that this will not apply to courses taken prior to 2007.

Rasmussen concerned that this negatively affect students who took courses prior to 2007. Ford-Eickhoff made a motion to add to the policy that courses prior to 2007 do not apply. Dean Smail confirmed that the University did not have grade replacement in 2005 Catalog. The motion to amend the policy to indicate that grade replacement does not apply to courses taken prior to 2007 carried.

Q: Schmedake asked what would happen if a student registers for two courses in the same term that are repeats, but the student only has one of the two grade replacements left. Which course repeat would the grade replacement apply?

A: Leeman said it would likely be automatic for the first of the two courses the student registers for that term, even if it is first by only a few minutes.

Q: There was a question about whether the system would correctly identify when a topics course was being repeated.

A: Leeman believes it will not happen automatically for a topics course where the topic is the same.

Q: There was a question about repeating a course multiple times and ensuring the proper grade is replaced.

A: Leeman suggested voting on the policy with the understanding that the policy language may need to be fine-tuned for ITS implementation.

Rasmussen moved to approve the revisions to the Grading Policy with the one amendment. Avrin seconded the motion. The motion to approve the revisions to the Grading Policy were approved unanimously with one amendment.

- 7. Request to establish the Department of Writing, Rhetoric, and Digital Studies.** Wickliff spoke and said the Department of English has not had a chance to review and respond to this request in its entirety. The Department of English could be affected by this and faculty would be shared. He

would like to bring his department's input back to the Faculty Council. Wickliff moved to table this agenda item until the next Faculty Council meeting. Another member seconded the motion. Dean Gutierrez stated that this request has been in the works for some time and there was consultation with CLAS Faculty Council. The motion to table the request to establish a Department of Writing, Rhetoric, and Digital Studies to the next Faculty Council meeting was approved by a vote of 25 to 14, with five abstentions.

- 8. Discussion Item: Draft of Revised Code of Student Academic Integrity.** Leeman this agenda item is simply consultative and that James Lorello, Associate Dean of Students and Director of Student Conduct & Academic Integrity, is here to talk about this draft and receive feedback. Lorello shared that he joined UNC Charlotte in his role as Associate Dean of Students in January. This revision of the Code of Student Academic Integrity is the first project on his list. The working group including Academic Affairs, Student Affairs, the Chair of the Faculty Academic Policy and Standards Committee, and others. Our team focus was to make it simpler for students and faculty. The revisions create a facilitated resolution step. Facilitated resolution could be used when the student is not in agreement with settlement, but not keen in going before the hearing board. It is an in-between the informal resolution and the hearing board. The revisions shortened the document a bit, and we will have an additional procedures document that will accompany this. Made language clearer. Example: if faculty member is unavailable, can have someone appear on his or her behalf.

Q: McCarter asked if this information would be online.

A: Yes, once approved.

- 9. Discussion Item: Faculty Roles and Responsibilities.** The

Q: Dean Johnson had a question about the 'request for accommodation'. Whom do you submit it to and who approves it?

A: Lorden said the discussion was that this would be the department chair.

Johnson suggested we make it clear that it is the department chair.

Q: Rasmussen asked if this is not a policy, what it is.

A: Lorden said they are guidelines created largely to provide guidance about what is expected.

- 10. Report of the Chancellor.** Chancellor Dubois shared the following:

- Birth announcement of his twin grandsons.
- University IT assessment - Please file your final comments and concerns. Final set of decisions will be made in the Fall after looking over assessment this Summer.

- Hotel conference center financing concluding. There will be construction traffic. We will be adding a construction road that will convert into another exit. This exit will not be affected by light rail crossing.
- Medical school situation update - we have studied having a medical school for 2.5 years. We have understood from the beginning that Atrium Health had no interest to subsidize. A look at the numbers shows it is a non-starter. We will look at it again, if developments arise and/or situation changes.

**11. Report of the Provost.** Provost Lorden shared the following:

- Starting next Spring, faculty will be required to enter the last day of attendance for students failing course.
- We have sent out a financial aid message regarding how we are now operating under provisional certification by the U.S. Department of Education (DOE). Every five years we have to re-certify to offer federal financial aid. We failed to identify some off-campus sites that we were using. In the short run, anything not approved by February 28, 2019, has to be approved by DOE. This will likely add about 90 days to approval process. When adding a new program, you will need to understand this delay will occur. New programs, certificates, new sites, all need approval. Please direct your questions to Leslie Zenk, Assistant Provost.
- Emeritus policy reminder – Note that we previously amended the emeritus policy, so that faculty that are non-tenure track can be nominated and honored with emeritus status. Emeritus status comes with free parking. Please nominate those you believe deserve this honor.
- The Teaching Excellence Awards Committee has completed its work and there are three finalists for the Bank of America Award for Teaching Excellence and three finalists for the UNC Charlotte Award for Teaching Excellence (for non-tenure track). These awards will be awarded on September 6.
- Facilities will need to shut down some buildings to do some extensive electrical work. This will be done one building at a time. Some academic buildings will be affected. We will have a list, so you can prepare for this. Accommodations will be made. Communications will be sent to the campus detailing these accommodations.
- Let us talk about how we onboard students in this University. SOAR sessions and Prospect for Success have great attendance. We have gathered a lot of information. We want input from the faculty about the general notion of how can we deliver important information to students timely so they get it when best needed. A more systematic and better-integrated system of onboarding our students is what we need and faculty can help.
- Thank you to Richard Leeman for your outstanding job as Faculty President.

**12. Report of the President-Elect.** Avrin said he has only one item to report – the wonderful job Richard Leeman has done as Faculty President. Leeman is the first Faculty President to serve a 2-year term and has had numerous achievements; too many to list. Avrin presented Leeman with a plaque honoring his service.

**13. Report of the President.** Leeman shared:

- The Non-Tenure Track Review, Reappointment and Promotion Procedures proposal and the Review of Teaching Personnel Guidelines proposal were two items that we did not have enough time to get through FEC. This will be on the agenda in Fall.
- I informed the Board of Trustees that we are fortunate to have a very collaborative style of leadership initiated by both our Chancellor and Provost. They have gone more than an extra mile to help with the things I have brought to their attention.
- Leeman ceremoniously passed the President of the Faculty gavel to Joel Avrin.

**14. New Business.** None.

Meeting adjourned at 2:09 P.M.

Minutes submitted by Matthew Wyse, Faculty Governance Assistant (Attendance chart attached)

Unit/Title	Representative	Present (Initial)	Alternate	Present (Initial)
<b>Faculty Executive Committee Members (ex-officio)</b>				
Faculty President	Rich Leeman	X	n/a	
President-Elect	Joel Avrin	X	n/a	
Secretary	Debra Smith		n/a	
Arts + Architecture	Angela Rajagopalan		Gretchen Alterowitz	
Business	Charles Bodkin	X	Chandra Subramaniam	
Computing & Informatics	Mohamed Shehab		Srinivas Akella	
Education	Jeanneine Jones		Drew Polly	
Engineering	Yesim Sireli		Gary Teng	
Health & Human Services	Mike Turner		Andrew Harver	
Liberal Arts & Sciences	Ann Gonzalez		Jose Batista	
Liberal Arts & Sciences	Jon Marks	X	George Demakis	
Liberal Arts & Sciences	Jen Hartman		Jen Munroe	
Library	Ryan Harris	X	Katie Howell	
<b>Chancellors and Deans (ex-officio)</b>				
Chancellor	Phil Dubois	X		
Provost and Vice Chancellor for AA	Joan Lorden	X		
Vice Chancellor for Research & Econ Dev	Rick Tankersley			
Vice Chancellor for Student Affairs	Kevin Bailey	X		
Dean, College of Arts + Architecture	Lee Gray	X		
Dean, College of Business	Steve Ott		Pat Mynatt	X
Dean, College of Computing & Informatics	Fatma Mili			
Dean, College of Education	Ellen McIntyre		Claudia Flowers	X
Dean, College of Engineering	Robert Johnson	X		
Dean, College of Health & Human Services	Jennifer Troyer	X		
Dean, College of Liberal Arts & Sciences	Nancy Gutierrez	X		
Dean, Graduate School	Tom Reynolds	X		
Dean, Library	Anne Moore	X		
Dean, University College	John Smail	X		
<b>Academic Unit Representatives</b>				
Accountancy	Paul Tanyi		Marcia Watson	
Aerospace Studies	John Hukka		Bret Peters	
Africana Studies	Veronica Robinson	X	Tanure Ojaide	
Anthropology	Jon Marks	X	<i>vacant</i>	
Architecture	Dimitris Papanikolaou		Jefferson Ellinger	X
Art & Art History	Jane Dalton		Thomas Schmidt	
Bioinformatics & Genomics	Mindy Shi		Cory Brouwer	X
Biological Sciences	Matt Parrow		Melanie Harris	X
Business Info. Systems & Oper. Mgmt.	Ram Kumar	X	Kexin Zhao	
Chemistry	Tom Schmedake	X	Christopher Beijer	

Civil & Environmental Engineering	Shen-En Chen	X	Milind Khire	
Communication Studies	Melody Dixon-Brown		Craig Paddock	X
Computer Science	Taghi Mostafavi	X	Samira Shaikh	
Counseling	Lyndon Abrams		Ed Wierzalis	
Criminal Justice + Criminology	Matt Phillips	X	Anna Divita	
Dance	Karen Hubbard	X	E.E. Balcos	
Economics	Ellen Sewell	X	Paul Gaggl	
Educational Leadership	Carl Westine	X	Mark D'Amico	
Electrical & Computer Engineering	Arindam Mukherjee		<i>vacant</i>	
Engineering Tech. & Construction Mgmt.	Jake Smithwick	X	Aidan Browne	
English	Greg Wickliff	X	Ron Lunsford	
Finance	Yilei Zhang	X	Kiplan Womack	
Geography & Earth Sciences	John Diemer	X	Sara Gagne	
Global, International & Area Studies	Amal Khoury	X	Harry Chernotsky	
History	Oscar Lansen		Jurgen Buchenau	X
Kinesiology	Bret Wood	X	Jeff Barto	
Languages & Culture Studies	Michael Doyle	X	Concepcion Godev	
Library	Rita Johnston	X	Kate Dickson	
Management	Karen Ford-Eickhoff	X	Torsten Pieper	
Marketing	Nima Jalali		Charles Bodkin	X
Mathematics & Statistics	Kevin McGoff	X	Gabor Heteyi	
Mechanical Engineering & Engr. Science	Terry Xu	X	Praveen Ramaprabhu	
Middle, Secondary & K-12 Education	Warren DiBiase	X	Susan Harden	
Military Science	Stephan Hobbs		Marcus Craig	
Music	Evelyn Orman	X	Elizabeth Sullivan	
Nursing	Willie Mae Abel	X	Colette T.-Chambers	
Philosophy	Lisa Rasmussen	X	Eddy Souffrant	
Physics & Optical Science	Tsing-Hua Her	X	Menelaos Poutous	
Political Science & Public Admin.	John Szmer		Cheryl Brown	X
Psychology	Amy Canevello	X	Jane Gaultney	
Public Health Sciences	Monika Sawhney	X	Lorenzo Hopper	
Reading & Elementary Education	Luke Reinke	X	Anne Cash	
Religious Studies	James Tabor		Eric Hoenes de Pinal	
Social Work	Diana Rowan		Susan McCarter	X
Sociology	Philip Rutledge	X	Stephanie Moller	
Software & Information Systems	Celine Latulipe		Tom Moyer	X
Special Education & Child Development	Kelly Anderson		Gloria Campbell-Whately	X
Systems Engineering & Engr. Mgmt.	Gary Teng		Tao Hong	
Theatre	David Fillmore		Alison Amedei	
University Writing Program	Jan Rieman	X	Ashlyn Walden	