

## Faculty Council

### Minutes of November 21, 2019 Meeting

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#### Voting Members Present

**(Ex Officio):** Joel Avrin (President); Debra Smith (Secretary); Sukumar Kamalasadana (FEC, COE); Dale Grote (FEC, CLAS); Katie Howell (FEC, LIB); Phil Dubois (Chancellor); Joan Lorden (Provost and Vice Chancellor for Academic Affairs); Jennifer Troyer (COB Interim Dean); Bojan Cukic (On behalf of CCI Dean); Robert Johnson (COE Dean); Catrine Tudor-Locke (CHHS Dean); Nancy Gutierrez (CLAS Dean); Anne Moore (Library Dean); John Smail (UCOL Dean)

**(Unit Representatives):** Debra Smith (AFRS); Dennis Ogburn (ANTH); Kelly Carlson-Reddig (SOA); Bonnie Noble (ARTS); Cory Brouwer (BINF); Melanie Harris (BIOL); Ram Kumar (BISOM); Jay Troutman (CHEM); Melody Dixon-Brown (COMM); Zbyszek Ras (ITCS); Susan Furr (CSLG); Sam DeWitt (CJUS); Ellen Sewell (ECON); Ayesha Sadaf (EDLD); Sukumar Kamalasadana (ETCM); Weimin Wang (ECGR); Bryn Chancellor (ENGL); Yilei Zhang (FINN); Craig Allan (GYES); Harry Chernotsky (GIAS); Dan Dupre (HIST); Jeff Barto (KNES); Katie Howell (LIB); Karen Ford-Eickhoff (MGMT); Linda Swayne (MKTG); Qingning Zhou (MATH); Regina Vrikkis (MEES); Warren DiBiase (MDSK); Shawn Smith (MUSC); Kelly Powers (SON); Andrea Pitts (PHIL); Tsing-Hua Her (PHYS); James Douglas (POLS); Andrew Case (PSYC); Lauren Wallace (PHS); Maryann Mraz (REEL); Julia Moore (RELS); Suzanne Boyd (SOWK); Phil Rutledge (SOCY); Tonya Frevert (ITIS); Kelly Anderson (SPED); Ertunga Ozelkan (SEEM); David Fillmore (THEA); Amy Colombo (UWP)

#### Voting Members Absent

**(Ex Officio):** Gretchen Alterowitz (FEC, COAA); Chandra Subramaniam (FEC, COB); Mohamed Shehab (FEC, CCI); Drew Polly (FEC, COED); Susan McCarter (FEC, CHHS); Jen Hartman (FEC, CLAS); James Tabor (FEC, CLAS); Rick Tankersley (Vice Chancellor for Research and Economic Development); Kevin Bailey (Vice Chancellor for Student Affairs); Brook Muller (COAA Dean); Ellen McIntyre (COED Dean); Tom Reynolds (Graduate School Dean)

**(Unit Representatives):** Paul Tanyi (ACCT); John Hukka (AERO); Brett Tempest (CEGR); Tamara Williams (DANC); Doug Hague (DTSC); David Boyd (LACS); Stephan Hobbs (MSCI)

#### Also Present (but Not Voting)

Matthew Wyse (Academic Affairs); Aimee Hawkins (Academic Affairs); Jay Raja (Academic Affairs); Garvey Pyke (CTL); Kim Bradley (Chancellor's Office); Johnna Watson (Graduate School); Beth Rugg (ITS); Jesh Humphrey (Legal Affairs); Janet Daniel (OASES); Dean Adams (Performing Arts Services); Olga Pogorelsky (Registrar); Lisa Walker (Undergraduate Education)

(Attendance chart attached)

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The meeting began at 1:00 P.M.

1. **Minutes of the Previous Meeting of the Faculty Council.** No discussion ensued. Dupre moved to approve the minutes. Kamalasadán seconded the motion. The minutes for the October 24, 2019 meeting were approved unanimously.
  
2. **Student Employment.** Tracy Worthey, Director of Staff Employment, presented on human resources changes in student employment. Student employment is moving to bi-weekly payroll. Worthey said that there are 3,000 student workers this semester. We want student employees to be treated fairly, equitably, and paid on time. We have combined forms, to eliminate having separate temporary employment forms. The Federal Work-Study is now online. Minimum pay rate for student employees is now \$9 per hour. Fair Labor Standards Act is changing January 1, 2020 with new exemptions and salary holds; however, it will have little effect on student employees. There are seven common job descriptions across campus and three levels of pay ranges. Student groups have advocated for a higher pay rate. We are not opposed to this. We will continue to review the matter. We are moving to an electronic hiring packet. The bi-weekly payroll cycle begins March 1, 2020. Students submit their timesheets every two weeks. Payday will be every other Friday. Timely submission will be needed more than ever. Please consult with Human Resources before submitting grant requests on appropriate pay rates. Please work with administrative staff to ensure timely submission of appointment forms and time sheets. Develop your student workers skill set. Student workers are not employed to sit around, study, and collect a paycheck; they are here to work and develop skills. Worthey listed contacts in Human Resources (Teresa Shook, Grace Wright, Erica Roth, Herlicia Blakely, and Tracy Worthey) and asked if there were any questions about student employment. There were no questions.
  
3. **Request for Degree Name Change of Ph.D. in Business Administration with a Major in Finance.** No discussion ensued. Ford-Eickhoff moved to approve. Douglas seconded the motion. The request for degree name change of Ph.D. in Business Administration with a Major in Finance to Ph.D. in Business Administration was approved unanimously.
  
4. **Request to Revise Policies to Remove Tuition Surcharge.** FAPSC memo outlines the need to revise UNC Charlotte Policies *Baccalaureate Degree Progression and Withdrawal* and *Cancellation of Enrollment* to remove tuition surcharge. Douglas moved to approve the request. S. Smith seconded the motion. The request to revise UNC Charlotte policies by removing tuition surcharge was approved unanimously. This applies to *Baccalaureate Degree Progression and Withdrawal*, *Cancellation of Enrollment*, and any other policy referencing tuition surcharge.
  
5. **Request to Revise UNC Charlotte Academic Policy and Procedure: Grading to Add Course Attempts Limit.** Olga Pogorelsky, Senior Associate Registrar, pointed out that the Office of the Registrar is not aware of a way to prevent the registering for a course beyond three attempts. Departments will need to be aware that they will be required to monitor and enforce themselves. Currently, the departments that already have a policy; they police it on their own. If a student keeps failing,

Banner allows the student to keep enrolling again. Jay Raja, Senior Associate Provost, said this was mentioned in the Deans Council meeting. A report will be run and associate deans will be responsible. Pogorelsky added that students would have to be alerted in time to be able to drop the course. Grote asked what happens if it is not caught and the student attempts the course for a fourth time. What happens then? Pogorelsky said the Office of the Registrar would not drop the student on our own. Smail mentioned our obligation to our students. Advisors have to be very proactive to help students enrolling for a second and third time for a course. Faculty advisors need to take on this responsibility. Lorden asked since this is not automated, what happens if a student does attempt the course a fourth time. Would the degree audit remove the fourth attempt even if successful? Pogorelsky said the successful attempt will count and taking it four times will bring down the student's GPA. They would be allowed to graduate. Gutierrez indicated her support for what Smail said and pointed out that this creates another layer of work for faculty and advisors. Why can Banner not accommodate this? Pogorelsky said the Office of the Registrar is currently looking for a workaround. We will continue to look for options. Swayne stated her worry that this is not automated, as some students will adhere to policy and some will not. Perhaps this is premature. Avrin asked for any amendments or motions. Grote moved to table the request. Swayne seconded the motion. A vote to table the request was held and approved.

6. **Request for Faculty Council Representation for Performing Arts Services Unit.** Avrin mentioned that Dean Adams is here to answer any questions. Hearing no questions, Ford-Eickhoff moved to approve and B. Chancellor seconded the motion. The request for Faculty Council Representation for Performing Arts Services Unit was approved unanimously.

7. **Campus Safety Update.** John Bogdan, Associate Vice Chancellor for Safety and Security, spoke to the Council about the things the University has done since April 30. An update about what we did immediately, over the summer, and ongoing activities. First, lockdown override. When you do a lockdown, every door is locked and nobody can get in. This includes first responders. We now have it so all first-responders can get in even during a lockdown. Second, visitors were not getting our alerts. Now we have added opt-in for text. Over summer, we were planning the effort. Requests for more training and preparedness. We use the ALICE program. Been teaching this for two years. We have gone from seven instructors to thirteen instructors. We are offering more classes and getting more people trained. Over 3,000 are now trained. We hired two more rangers and put out safety videos. There is a door survey we started about being able to lock internal doors. Continues to evolve. We are still looking at options on door locking, but we have kits. Two key things work well: wedge or fire hose. We plan to have them in every classroom. A permanent device on doors is ideal, but until then we have the kits. Instead of using sirens, we have Alertus that can give audible messages through the computers.

**Q:** Dupre asked several questions. Any changes to lighting on campus and at the light rail? There was enhanced police effort at the beginning of the semester. Some have indicated a preference for more presence at night, while others do not want that. Your thoughts? What to do with a hostile student? How do you balance the student's right to privacy and the campus' right to safety?

**A:** Dubois said every Fall we do a safe walk and identify everything they see. The most common issue is burned out lightbulbs. If you see something report it, and we will fix it. After the Virginia Tech shooting, we have been getting a yearly set of safety recommendations. The lockdown system was millions of dollars. We are looking at where to invest our safety dollars.

**A:** Chief of Policy Jeffrey Baker said go to the NinerCare site (<https://ninercare.uncc.edu/>) and fill out a report on the student.

**A:** Bogdan stated that we are sourced for 59 sworn police. We are never full with around six to eight openings as every time we hire, some leave. This is about the same number other schools our size have sworn. Our focus is on as much community policing as possible.

**Q:** Please send something out about NinerCare and care and concern referral reporting.

**A:** Baker said there has been some information sent, but we will send it more broadly.

**Q:** Will there be any improvements to greenway lighting and safety?

**A:** Bogdan indicated “yes”, the University is looking into it. We have not had a significant problem out there, but lighting can be improved.

**A:** Baker said we have a patrol plan for the greenway and pay attention to trends.

**Q:** Douglas asked about leaving Center City Building at night.

**A:** Bogdan answered that we have security there. It is only one person, but this security guard will give escort to car if requested. Lighting improvement is being worked on. There is also the LiveSafe mobile app that can be used. We are open to suggestions.

**Q:** S. Boyd mentioned the seventh floor faculty room in the Center City Building is supposed to be swipe access only, but it is always unlocked.

**A:** Dubois added that the new Center City Building security plan that begins in Spring (ID required for visit to Center City Building) will help ensure access to only people that belong in the building.

Bogdan said he is willing to talk to any group inviting him.

8. **Report of the Chancellor.** Chancellor Dubois provided the following report:

- The State legislature went home without passing the budget. They will come back January 14.
- Remembrance Commission work is going on. I will meet with them December 4. I will consider their recommendations very strongly. Two remembrances: on campus and off campus. For the remembrance at Blumenthal, the ticket prices will be \$25 for faculty/staff and \$10 for students. Families of victims, the injured, and the first responders will get complimentary tickets.
- The Thursday night football game went well. Thank you for your understanding. We can be asked one time per season by the Conference to move a game for television.
- Regarding the IT report, I have seen the second round announcements. I am circling December 10 as important to timeline. If I can make a final decision by December 10, then Fall. If not, then Spring.

- The leadership statement for the Chancellor Search is finished and now is posted. My last day is June 30, 2020. If we do not have a new Chancellor in place by my last day, then Provost Lorden will serve as interim chancellor.

9. **Report of the Provost.** Provost Lorden gave the following report:

- An email was sent today about new preferred first name usage options. Students, faculty, and staff have the option of using their preferred first names rather than their legal names in emails and similar communications. This preferred first name initiative is part of the larger Know Me project (<https://registrar.uncc.edu/advising-resources/know-me-project>). It will take some time for this to roll out.
  - Swayne and Ford-Eickhoff opined that this is great.
- UNC Charlotte won APLU's 2019 Degree Completion Award. I would like to compliment John Smail for his work in that effort. He was key in all the initiatives that were part of the application and so were all of you. Prospect for Success and the revision of our advising program...these have touched all of your colleges. You are the ones doing the early alerts and advising. Thank you. Our four-year graduation rate raised 17%. That is remarkable. Thank you all. A university-wide effort.
- Enrollment for the Spring looks good.

10. **Report of the President.** None.

11. **New Business.** None.

Ogburn made a motion to adjourn. Meeting adjourned at 2:13 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	Joel Avrin	X	n/a	
Past President	-		n/a	
Secretary	Debra Smith	X	n/a	
Arts + Architecture	Gretchen Alterowitz		Angela Rajagopalan	
Business	Chandra Subramaniam		Charles Bodkin	
Computing & Informatics	Mohamed Shehab		Srinivas Akella	
Education	Drew Polly		Dawson Hancock	
Engineering	Jy Wu		Sukumar Kamalasan	X
Health & Human Services	Susan McCarter		Travis Hales	
Liberal Arts & Sciences	Jen Hartman		Jen Munroe	
Liberal Arts & Sciences	Beth Whitaker		Dale Grote	X
Liberal Arts & Sciences	James Tabor		<i>vacant</i>	
Library	Ryan Harris		Katie Howell	X
<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			
Dean, College of Arts + Architecture	Brook Muller			
Dean, College of Business	Jennifer Troyer	X		
Dean, College of Computing & Informatics	Fatma Mili		Bojan Cukic	X
Dean, College of Education	Ellen McIntyre			
Dean, College of Engineering	Robert Johnson	X		
Dean, College of Health & Human Services	Catrine Tudor-Locke	X		
Dean, College of Liberal Arts & Sciences	Nancy Gutierrez	X		
Dean, Graduate School	Tom Reynolds			
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	Debra Smith	X	Veronica Robinson	
Anthropology	Catherine Fuentes		Dennis Ogburn	X
Architecture	Kelly Carlson-Reddig	X	<i>vacant</i>	
Art & Art History	Bonnie Noble	X	Eldred Hudson	
Bioinformatics & Genomics	Cory Brouwer	X	Robert Reid	
Biological Sciences	Melanie Harris	X	Matt Parrow	
Business Info. Systems & Oper. Mgmt.	Ram Kumar	X	Kexin Zhao	
Chemistry	Jay Troutman	X	Jordan Poler	

Civil & Environmental Engineering	Brett Tempest		Srinivas Pulugurtha	
Communication Studies	Melody Dixon-Brown	X	Craig Paddock	
Computer Science	Zbyszek Ras	X	Taghi Mostafavi	
Counseling	Phyllis Post		Susan Furr	X
Criminal Justice + Criminology	Sam Dewitt	X	Bruce Arrigo	
Dance	Tamara Williams		Marissa Nesbit	
Data Science	Doug Hague			
Economics	Ellen Sewell	X	Paul Gaggl	
Educational Leadership	Ayesha Sadaf	X	Carl Westine	
Electrical & Computer Engineering	Sukumar Kamalasan	X	Robert Cox	
Engineering Tech. & Construction Mgmt.	Weimin Wang	X	Jake Smithwick	
English	Bryn Chancellor	X	Alan Rauch	
Finance	Yilei Zhang	X	Kiplan Womack	
Geography & Earth Sciences	Craig Allan	X	Larianne Collins	
Global, International & Area Studies	Amal Khoury		Harry Chernotsky	X
History	Dan Dupre	X	Peter Thorsheim	
Kinesiology	Jeff Barto	X	David Verrill	
Languages & Culture Studies	David Boyd		Anastasia Korolova	
Library	Katie Howell	X	Jeff McAdams	
Management	Karen Ford-Eickhoff	X	Torsten Pieper	
Marketing	Linda Swayne	X	Charles Bodkin	
Mathematics & Statistics	Qingning Zhou	X	Shaoyu Li	
Mechanical Engineering & Engr. Science	Regina Vrikkis	X	Nigel Zheng	
Middle, Secondary & K-12 Education	Warren DiBiase	X	Greg Wiggan	
Military Science	Stephan Hobbs		Marcus Craig	
Music	Shawn Smith	X	Jeremy Marks	
Nursing	Kelly Powers	X	Florence Okoro	
Philosophy	Lisa Rasmussen		Andrea Pitts	X
Physics & Optical Science	Tsing-Hua Her	X	Shunji Egusa	
Political Science & Public Admin.	James Douglas	X	Joshua Miller	
Psychology	Andrew Case	X	Amy Canevello	
Public Health Sciences	Lauren Wallace	X	Lorenzo Hopper	
Reading & Elementary Education	Maryann Mraz	X	Anne Cash	
Religious Studies	Julia Moore	X	William Sherman	
Social Work	Suzanne Boyd	X	Shanti Kulkarni	
Sociology	Webster Murray		Philip Rutledge	X
Software & Information Systems	Tonya Frevert	X	Dale-Marie Wilson	
Special Education & Child Development	Kelly Anderson	X	Shawnee Wakeman	
Systems Engineering & Engr. Mgmt.	Ertunga Ozelkan	X	Gary Teng	
Theatre	David Fillmore	X	Mark Pizzato	
Writing, Rhetoric and Digital Studies	Amy Colombo	X	Justin Cary	