**Faculty Council**

**Minutes of April 23, 2020 Meeting**

**Voting Members Present**

**(Ex Officio)**: Joel Avrin (President); Debra Smith (Secretary); Charles Bodkin (FEC, COB); Jay Wu (FEC, COE); Susan McCarter (FEC, CHHS); Beth Whitaker (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); Jennifer Troyer (COB Interim Dean); Fatma Mili (CCI Dean); Catrine Tudor-Locke (CHHS Dean); Nancy Gutierrez (CLAS Dean); Tom Reynolds (Graduate School Dean); Anne Moore (Library Dean); John Smail (UCOL Dean)

**(Unit Representatives)**: Debra Smith (AFRS); Dennis Ogburn (ANTH); Kelly Carlson-Reddig (SOA); Cory Brouwer (BINF); Melanie Harris (BIOL); Ram Kumar (BISOM); Jay Troutman (CHEM); Melody Dixon-Brown (COMM); Zbyszek Ras (ITCS); Phyllis Post (CSLG); Sam DeWitt (CJUS); Ayesha Sadaf (EDLD); Sukumar Kamalasadan (ETCM); Weimin Wang (ECGR); Bryn Chancellor (ENGL); Yilei Zhang (FINN); Craig Allan (GYES); Amal Khoury (GIAS); Jeff Barto (KNES); David Boyd (LACS); Katie Howell (LIB); Karen Ford-Eickhoff (MGMT); Nima Jalali (MKTG); Shaoyu Li (MATH); Regina Vrikkis (MEES); Warren DiBiase (MDSK); Shawn Smith (MUSC); Kelly Powers (SON); Rick Moll (PAS); Lisa Rasmussen (PHIL); Tsing-Hua Her (PHYS); Joshua Miller (POLS); Andrew Case (PSYC); Lauren Wallace (PHS); Maryann Mraz (REEL); Kent Brintnall (RELS); Suzanne Boyd (SOWK); Phil Rutledge (SOCY); Tonya Frevert (ITIS); Kelly Anderson (SPED); David Fillmore (THEA); Amy Colombo (WRDS)

**Voting Members Absent**

**(Ex Officio)**: Gretchen Alterowitz (FEC, COAA); Mohamed Shehab (FEC, CCI); Drew Polly (FEC, COED); Jen Hartman (FEC, CLAS); James Tabor (FEC, CLAS); Rick Tankersley (Vice Chancellor for Research and Economic Development); Brook Muller (COAA Dean); Teresa Petty (COED Interim Dean); Robert Johnson (COE Dean)

**(Unit Representatives)**: Paul Tanyi (ACCT); John Hukka (AERO); Bonnie Noble (ARTS); Brett Tempest (CEGR); Tamara Williams (DANC); Doug Hague (DTSC); Ellen Sewell (ECON); Dan Dupre (HIST); Stephan Hobbs (MSCI); Ertunga Ozelkan (SEEM)

**Also Present (but Not Voting)**

Leslie Zenk (Academic Affairs); Jay Raja (Academic Affairs); Matthew Wyse (Academic Affairs); Garvey Pyke (CTL); Kim Bradley (Chancellor’s Office); Cathy Blat (College of Engineering); Susan Sell (College of Health and Human Services); Tina McEntire (Enrollment Management); Kimberly Laney (Enrollment Management); Kim Harris (FAPSC Chair); Linda Swayne (Faculty Athletics Representative); Katherine Hall-Hertel (Graduate School); Jeff Wetherbee (ITS); Jesh Humphrey (Legal Affairs); Janet Daniel (OASES); Jon Reece (Registrar); Olga Pogorelsky (Registrar’s Office); Tahlieah Sampson (Student Government)

(Attendance chart attached)

The meeting began at 1:03 P.M.

1. **Minutes of the Previous Meeting of the Faculty Council.** No discussion ensued. Ford-Eickhoff moved to approve the minutes. The motion was seconded. The minutes for the March 12, 2020 meeting were approved unanimously.
2. **Review of the Five-Year Academic Calendar.** Registrar Jon Reece explained the changes (highlighted in yellow) to the preliminarily approved 2020-2021 and 2022-2023 calendars. Avrin asked if anyone had questions about the five-year academic calendar. Hearing none, McCarter moved to approve. DeWitt seconded the motion. The motion to approve the Five-Year Academic Calendar and recommend approval to the Chancellor was approved unanimously.
3. **Proposed changes to Academic Advising Policy.** Linda Swayne who has knowledge of FAPSC’s work on this policy spoke. Swayne said the policy came before FAPSC as a part of a 7-year review. Kim Harris, Chair of FAPSC, joined the virtual meeting and shared reasoning behind FAPSC’s recommended revisions. Avrin mentioned an amendment suggestion by Lisa Walker to change the line “Students who are undeclared should seek advising from their assigned advisor in the University Advising Center” to “Students who are undeclared should seek advising from their assigned advisor in the University Advising Center or the University Transfer Center”. A motion to approve the amendment was made, seconded, and approved. A motion to approve was made and seconded. The motion to approve the proposed revisions to the Academic Advising Policy as amended was approved unanimoulsy.
4. **Proposed changes to Classroom Attendance Policy.** Linda Swayne shared the background on the proposed revisions. The proposed amendments in the Google Doc were discussed. It was suggested Vrikkis change her suggestion into a formal amendment. A motion to skip this agenda item for now and come back to it later in the meeting was made. Khoury seconded the motion. The motion was approved. [See agenda item #4 following agenda item #6].
5. **Proposed changes to Baccalaureate Degree Progression Policy.** Provost Lorden said her understanding was Faculty Council previously tabled this agenda item over concern that the new summer semester would change faculty workload and/or require faculty to teach in summer. Lorden said this will not change faculty workload or faculty 9-month contracts. This will not require faculty to teach in summer. The primary driver of this change was simplying financial aid for summer. Avrin reminded that there is a 14 credit hour cap on the full summer semester, but no automatic way to limit to 7 credit hours per summer half-term. Lorden said we have the Registrar’s Office reach out to students who register for over 7 credit hours in a summer half-term and explain to them that this is a half-term and the colleges advise the students. Avrin mentioned discussion on Google Doc. Smail said the issue is enforcement. Banner cannot enforce a cap in part of term. College offices and departments would have to find the students over the cap and then deregister them. Tough for us to choose which course to drop them from. Dixon-Brown said she supports the proposed amendment by Ford-Eickhoff in the Google Doc. The proposed amendment changes “Students should not enroll in more than 7 credits in a summer half term” to “Students are not permitted to enroll in more than 7 credits in a summer half term, unless advance approval is received from the dean of the student’s major college.” Avrin said the Registrar’s Office was able to identify the students over 7 credit hours. They cannot block them from taking over 7 credit hours, but could an advising hold be triggered? Reece said the Registrar’s Office is fine with the proposed amendment. Without a tool to stop students from over registering, a policy with teeth/authority would help advisors tells students they cannot register for over 7 credit hours. The report the Registrar’s Office can run can be filtered by specific colleges, departments, majors, etc. The Registrar’s Office is working on a statement that will be delivered to these students that registered for more than 7 credit hours. Dixon-Brown moved to amend. Whitaker seconded the motion. The amendment was approved. Dixon-Brown moved to approve the proposal as amended. Vrikkis seconded the motion. The motion to approve the proposed revisions to Baccalaureate Degree Progression Policy, as amended, was approved unanimously.
6. **Proposed changes to Registration Policy.** Miller moved to approve. McCarter seconded the motion. The motion to approve revisions to the Registration Policy was approved unanimously.

4. **Vrikkis made a motion to comeback to agenda item #4.** Tudor-Locke seconded the motion. The motion was approved. Vrikkis read the proposed amendment in the Google Doc. The proposed amendment suggests changing the statement “Students who receive an excused absence shall be allowed to take an examination or complete an assignment scheduled within a reasonable time, as determined by the instructor, after the absence occurs” to “Students who receive an excused absence shall be afforded the opportunity to earn full credit for the missed exam or assignment within a reasonable timeframe as determined by the instructor”. And the statement, “The instructor may impose appropriate academic penalties if the student fails to satisfactorily complete the assignment or examination within a reasonable timeframe after the absence” should be changed to “The instructor may impose appropriate academic penalties if the student fails to satisfactorily complete the assignment or examination within a reasonable timeframe”. Dewitt moved to approve the amendments. Tudor-Lock seconded the motion. The amendments were approved. Whitaker moved to approve the revisions to the Classroom Attendance Policy as amended. Dewitt seconded the motion. The motion to approve revisions to the Classroom Attendance Policy, as amended, was approved unanimously.

1. **Report of the Chancellor.** Chancellor Dubois gave the following report:
* The chancellor search is now at the Board of Governors for next week’s vote. The new chancellor might start on July 1, but we do not know the start date yet.
* Day of Remembrance will be a virtual event. It will be a 30-minute performance starting at 5:10 pm on April 30th and running to 5:40pm.
* There will be a streamed version of commencement.
* We are doing scenario planning for how to handle fall semester due to coronavirus. The scenario planning involves best case, middle case, and worst case scenarios. Absent a vaccine most people will not want a full campus. One option is to start fall semester 3 weeks late, which will push everything back included the following spring semester. The middle case scenario involves starting on time, but starting online and transitioning back to face-to-face instruction later in the semester.
* Student fees pay for on-campus services, if the students do not have access to these services, we probably should not charge those specific fees.
* Unfortunately, many are predicting a surge of cases to come in Mecklenburg County in June.

Dubois said he’d like to thank the faculty for all their support over the years and asked for questions.

**Q:** Whitaker – Could we utilize a mixed approach? Have more classes offered online than usual for students not wanting to come back and move small classes into large classrooms to allow for social distancing.

**A:** We are discussing maybe taking half the seats out of classrooms and then alternating weekly the student who attend in person and the students who attend virtually. We are thinking through all scenarios. Might make hand sanitizer and masks available in every classroom.

**Q:** Carlson-Reddig – A 3-week delay does not sound like a lot of time. Why would 3 week delay be that much better?

**A:** The 3-week delay would allow us to delay fall as much as possible without overlapping with summer. Some students want a residential program and will not enroll if we do not offer this.

**A:** Lorden – A lot of students do not have good access to online services. The longer we delay the more information we can receive on how to provide adequate classes.

1. **Report of the Provost.** Provost Lorden gave a brief report due to meeting time remaining:
* We see that less students are taking a “W” or “WE” than usual. Perhaps this is because of the option to take a “P”.
* I appreciate what the faculty have done with this quick pivot to online teaching. Very impressive.
* We are soon concluding three big position searches. Two dean positions will be before the board on May 4th.
1. **Report of the President.** President Avrin thanked the Provost for her leadership and mentioned this was the last Faculty Council meeting of the academic year.
2. **New Business.** None.

Dewitt moved to adjourn. Carlson-Reddig seconded. Meeting adjourned.

Minutes submitted by Matthew Wyse, Faculty Governance Assistant

(Attendance chart attached)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Unit/Title** | **Representative** | **Present (Initial)** | **Alternate** | **Present (Initial)** |
| **Faculty Executive Committee Members (ex-officio)** |  |  |  |
| Faculty President | Joel Avrin | **X** | n/a |   |
| Past President | - |  | n/a |  |
| Secretary | Debra Smith | **X** | n/a |  |
| Arts + Architecture | Gretchen Alterowitz |  | Angela Rajagopalan |  |
| Business | Charles Bodkin | **X** | Chandra Subramaniam |  |
| Computing & Informatics | Mohamed Shehab |  | Srinivas Akella |   |
| Education | Drew Polly |  | Dawson Hancock |  |
| Engineering | Jay Wu | **X** | Sukumar Kamalasadan |  |
| Health & Human Services | Susan McCarter | **X** | Travis Hales |  |
| Liberal Arts & Sciences | Jen Hartman |  | Jen Munroe |  |
| Liberal Arts & Sciences | Beth Whitaker | **X** | Dale Grote |  |
| Liberal Arts & Sciences | James Tabor |  | *vacant* |  |
| Library | Ryan Harris | **X** | Katie Howell |  |
| **Chancellors and Deans (ex-officio)** |  |  |  |  |
| 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 | Brook Muller |  |  |  |
| Dean, College of Business | Jennifer Troyer | **X** |  |  |
| Dean, College of Computing & Informatics | Fatma Mili | **X** |  |  |
| Dean, College of Education | Teresa Petty |  |  |  |
| Dean, College of Engineering | Robert Johnson |  |  |  |
| Dean, College of Health & Human Svcs. | Catrine Tudor-Locke | **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** |   |   |
| **Academic Unit Representatives** |
| Accountancy | Paul Tanyi |  | Marcia Watson |  |
| Aerospace Studies | John Hukka |  | Bret Peters |  |
| Africana Studies | Debra Smith | **X** | Veronica Robinson |  |
| Anthropology | Dennis Ogburn | **X** | Catherine Fuentes |  |
| Architecture | Kelly Carlson-Reddig | **X** | *vacant* |  |
| Art & Art History | Bonnie Noble |  | Marek Ranis |  |
| 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 | **X** | Susan Furr |  |
| Criminal Justice + Criminology | Sam Dewitt | **X** | Bruce Arrigo |  |
| Dance | Tamara Williams |  | Marissa Nesbit |  |
| Data Science | Doug Hague |  |  |  |
| Economics | Ellen Sewell |  | Paul Gaggl |  |
| Educational Leadership | Ayesha Sadaf | **X** | Carl Westine |  |
| Electrical & Computer Engineering | Sukumar Kamalasadan | **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 | **X** | Harry Chernotsky |  |
| History | Dan Dupre |  | Peter Thorsheim |  |
| Kinesiology | Jeff Barto | **X** | David Verrill |  |
| Languages & Culture Studies | David Boyd | **X** | Anastasia Koralova |  |
| Library | Katie Howell | **X** | Jeff McAdams |  |
| Management | Karen Ford-Eickhoff | **X** | Torsten Pieper |  |
| Marketing | Nima Jalali | **X** | Charles Bodkin |  |
| Mathematics & Statistics | Qingning Zhou |  | Shaoyu Li | **X** |
| Mechanical Engineering & Engr. Sci. | 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 |  |
| Performing Arts Services | Ben Stickels |  | Rick Moll | **X** |
| Philosophy | Lisa Rasmussen | **X** | Eddy Souffrant |  |
| Physics & Optical Science | Tsing-Hua Her | **X** | Shunji Egusa |  |
| Political Science & Public Admin. | James Douglas |  | Joshua Miller | **X** |
| Psychology | Andrew Case | **X** | Amy Canevello |  |
| Public Health Sciences | Lauren Wallace | **X** | Lorenzo Hopper |  |
| Reading & Elementary Education | Maryann Mraz | **X** | Anne Cash |  |
| Religious Studies | Kent Brintnall | **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 |  | Gary Teng |  |
| Theatre | David Fillmore | **X** | Mark Pizzato |  |
| Writing, Rhetoric and Digital Studies | Amy Colombo | **X** | Justin Cary |  |