

## Faculty Council

### Minutes of March 12, 2020 Meeting

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#### Voting Members Present

**(Ex Officio):** Joel Avrin (President); Debra Smith (Secretary); Charles Bodkin (FEC, COB); Susan McCarter (FEC, CHHS); Beth Whitaker (FEC, CLAS); Katie Howell (FEC, LIB); Phil Dubois (Chancellor); Jennifer Troyer (COB Interim Dean); Fatma Mili (CCI Dean); Nancy Gutierrez (CLAS Dean); Tom Reynolds (Graduate School Dean); Anne Moore (Library Dean)

**(Unit Representatives):** Debra Smith (AFRS); Dennis Ogburn (ANTH); Kelly Carlson-Reddig (SOA); Marek Ranis (ARTS); Cory Brouwer (BINF); Melanie Harris (BIOL); Ram Kumar (BISOM); Jay Troutman (CHEM); Craig Paddock (COMM); Taghi Mostafavi (ITCS); Doug Hague (DTSC); Ellen Sewell (ECON); Ayesha Sadaf (EDLD); Sukumar Kamalasan (ETCM); Weimin Wang (ECGR); Craig Allan (GYES); Amal Khoury (GIAS); Dan Dupre (HIST); Jeff Barto (KNES); David Boyd (LACS); Katie Howell (LIB); Karen Ford-Eickhoff (MGMT); Charles Bodkin (MKTG); Regina Vrikkis (MEES); Warren DiBiase (MDSK); Shawn Smith (MUSC); Kelly Powers (SON); Ben Stickels (PAS); Tsing-Hua Her (PHYS); James Douglas (POLS); Andrew Case (PSYC); Lauren Wallace (PHS); Maryann Mraz (REEL); 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); Jay Wu (FEC, COE); Jen Hartman (FEC, CLAS); James Tabor (FEC, CLAS); Joan Lorden (Provost and Vice Chancellor for Academic Affairs); Rick Tankersley (Vice Chancellor for Research and Economic Development); Kevin Bailey (Vice Chancellor for Student Affairs); Brook Muller (COAA Dean); Teresa Petty (COED Interim Dean); Robert Johnson (COE Dean); Catrine Tudor-Locke (CHHS Dean); John Smail (UCOL Dean)

**(Unit Representatives):** Paul Tanyi (ACCT); John Hukka (AERO); Brett Tempest (CEGR); Phyllis Post (CSLG); Sam DeWitt (CJUS); Tamara Williams (DANC); Bryn Chancellor (ENGL); Yilei Zhang (FINN); Qingning Zhou (MATH); Stephan Hobbs (MSCI); Lisa Rasmussen (PHIL); Kent Brintnall (RELS); Suzanne Boyd (SOWK); Murray Webster (SOCY); Ertunga Ozelkan (SEEM)

#### Also Present (but Not Voting)

Leslie Zenk (Academic Affairs); Lori McMahan (Academic Affairs); Matthew Wyse (Academic Affairs); Jody Cebina (Distance Education); Johnna Watson (Graduate School); Beth Rugg (ITS); Debbie Smith (OASES); Debra Joyce (Registrar's Office)

(Attendance chart attached)

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The meeting began at 1:00 P.M.

Avrin mentioned that Chancellor Dubois will be here slightly after beginning of this meeting. He will be addressing the many questions you may have for him.

1. **Minutes of the Previous Meeting of the Faculty Council.** No discussion ensued. Ford-Eickhoff moved to approve the minutes. Ranis seconded the motion. The minutes for the February 13, 2020 meeting were approved unanimously.
  
2. **Proposed Changes to Baccalaureate Degree Progression Policy.** Dupre mentions that the policy says students should not enroll in more than 7 credit hours, but nothing prevents them. Debra Joyce of the Office of the Registrar said we can set a maximum credit hours for a term, but cannot for part of terms. Departments can monitor. Dupre asked why shift from two summer terms to one summer semester with two half terms? Assistant Provost Leslie Zenk said this has to do with the new part-of-term philosophy and treating summer the same as fall and spring. Johnna Watson of the Graduate School said there is a benefit to having three semesters. For consistency, what we do for summer should be the same as fall and spring for academic support and scheduling. Avrin mentioned there is also a push by the Board of Governors for a more impactful summer. Dupre asked if there are any workload expectations for this change? Watson said Tina McEntire asked that question of the Provost, and the Provost had indicated that it is the purview of department chairs to determine what is appropriate faculty load. Jody Cebina, Director of Distance Education & Summer School, said UNC System rules have always treated the two summer sessions as one. The System may have changes for how summer is funded. The goal of half terms is to add options; the goal is to expand options. Cebina stated that nomenclature may have changed, but the schedule has not. Any schedule type in Summer 2019 can be done again in Summer 2020. With the number of questions, Avrin asked if the Faculty Council was not ready to vote. Vrikkis moved to table the agenda item. Dupre seconded the motion. The motion to table the proposed changes to the Baccalaureate Degree Progress Policy was approved.
  
3. **Proposed changes to Registration Policy.** Dupre moved to table the agenda item. Anderson seconded the motion. The motion to table the proposed changes to the Registration Policy was approved.
  
4. **Proposed New Policy on Parental Leave Accommodations for Graduate Students.** Allan moved to approve. Ogburn seconded the motion. The motion to approve Parental Leave Accommodations for Graduate Students Policy was approved unanimously.
  
5. **Proposed changes to Academic Load/Time Status for All Graduate Students Policy.** Whitaker mentioned that this document also mentions the summer semester. Watson said she got feedback from Associate Deans on the semester hours. Watson says we need a definition for this. In Banner

we now have one summer semester. McCarter moved to approve. Whitaker seconded the motion. The motion to approve revisions to Academic Load/Time Status for All Graduate Students Policy was approved unanimously.

6. **Proposed changes to Grievance Committee Size and Hearing Panel Size.** Dupre moved to approve. Brouwer seconded the motion. The motion to approve revisions to the Standing Rules of the Faculty Council and approve revisions and advance to the Board of Trustees the Procedures for Resolving Faculty Grievances was approved unanimously.
  
7. **Motion to Award Degrees – Spring 2020.** Whitaker moved to approve. McCarter seconded the motion. The motion to recommend to the Chancellor the awarding of degrees was approved unanimously.
  
8. **Report of the Chancellor.** Chancellor Dubois said he did not have a report, but was happy to answer questions about the virus situation and what we are doing next. There will be extensive communications coming. Ninety students currently have gone into self-quarantine. Two cases have been reported in Mecklenburg County. Gatherings of 50 people or more will need an exception approval. Some decisions are not ours, but we have supported them...such as decisions made by Conference USA. Sports competition for spring have been suspended. No one wants to be accused of not looking out for our student athletes. Remind people the risk is low. This is a direct contact virus, not airborne. Wash hands frequently, use hand sanitizer. Our current guidance is a 3-week window (March 16-March 31). We will meet often and provide updates and extensions to this window if needed.

Mili clarified that we are not offering the courses online, but offering remotely, which is slightly different.

**Q:** Douglas – My daughter’s class said they will still be meeting in person. Why?

**A:** Everybody should try to move to a non-in-person instruction, if possible. Faculty still have discretion, because labs and other types of courses, may need to be in-person.

**Q:** Douglas - What about international travel? Travel is already booked for this summer.

**A:** Wait until it becomes clear whether you must cancel. Guidance could change. If you must cancel, most airlines give you a year to use it.

**Q:** If students say they don’t feel safe coming to class, how do we handle?

**A:** We are encouraging being as flexible as possible.

**Q:** Classes over 50 people, that need to still meet in person, are still on?

**A:** Yes, but you can work with Registrar's Office to use a larger room for distancing.

**Q:** Frevert – What about the employment side?

**A:** We are encouraging using remote working as much as possible. Make sure appropriate functions are staffed.

**Q:** If we are going to teach remotely, does the faculty have the choice to teach at home or on campus? And will we have resources?

**A:** Rugg - IT is planning to provide some kind of service. We are trying to figure out how to best serve your needs. CTL will be open. Phil – IT has a helpful checklist on how to work remotely.

**A:** Dubois - IT has a helpful checklist on how to work remotely.

**Q:** Ford-Eickhoff - I appreciate your approach. My 90-year-old mother lives with me and is vulnerable. Giving everybody the opportunity to stay away from one another is helpful.

**A:** Different institutions have reached different choices. It is not easy. Campus shuttle will have unavailable seats, as we are not letting people sit next to each other. Looking into options at dining halls.

**Q:** When trying to switch to larger classrooms, how will we know which rooms are available to switch too?

**A:** I believe the Provost Office is compiling a list of courses that cannot meet remotely and will assist those classes.

**Q:** Are we looking into online testing and proctoring services?

**A:** Zenk – The UNC System Office is looking into this and the university will provide this information when we get this.

**A:** Cebina – The Feds have given some guidance on this. We cannot force students to buy something in the middle of course; costs need to be upfront. Some proctoring requires cameras. A lower-level proctoring service locks down their browser, but wouldn't lock down a second device. The most expensive version is one with a camera, because a human is involved. CTL is holding sessions on WebEx, Kaltura Quick Start, and Canvas. We are happy to assist you.

**A:** Sadaf - We are teaching a workshop on March 17<sup>th</sup> on using WebEx.

Dubois added that the university is looking into how to handle commencement. We are thinking though all the options. Please email my Chief of Staff Kim Bradley with any additional questions.

9. **Report of the Provost.** No report.

10. **Report of the President.** No report.

11. **New Business.** None.

Mostafavi moved to adjourn. Anderson seconded. Meeting adjourned.

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	Charles Bodkin	X	Chandra Subramaniam	
Computing & Informatics	Mohamed Shehab		Srinivas Akella	
Education	Drew Polly		Dawson Hancock	
Engineering	Jay Wu		Sukumar Kamalasan	
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		<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			
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	X		
Dean, College of Education	Teresa Petty	X		
Dean, College of Engineering	Robert Johnson			
Dean, College of Health & Human Svcs.	Catrine Tudor-Locke			
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			
<b>Academic Unit Representatives</b>				
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	<i>vacant</i>	
Art & Art History	Bonnie Noble		Marek Ranis	X
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		Craig Paddock	<b>X</b>
Computer Science	Zbyszek Ras		Taghi Mostafavi	<b>X</b>
Counseling	Phyllis Post		Susan Furr	
Criminal Justice + Criminology	Sam Dewitt		Bruce Arrigo	
Dance	Tamara Williams		Marissa Nesbit	
Data Science	Doug Hague	<b>X</b>		
Economics	Ellen Sewell	<b>X</b>	Paul Gaggl	
Educational Leadership	Ayesha Sadaf	<b>X</b>	Carl Westine	
Electrical & Computer Engineering	Sukumar Kamalasan	<b>X</b>	Robert Cox	
Engineering Tech. & Construction Mgmt.	Weimin Wang	<b>X</b>	Jake Smithwick	
English	Bryn Chancellor		Alan Rauch	
Finance	Yilei Zhang		Kiplan Womack	
Geography & Earth Sciences	Craig Allan	<b>X</b>	Larianne Collins	
Global, International & Area Studies	Amal Khoury	<b>X</b>	Harry Chernotsky	
History	Dan Dupre	<b>X</b>	Peter Thorsheim	
Kinesiology	Jeff Barto	<b>X</b>	David Verrill	
Languages & Culture Studies	David Boyd	<b>X</b>	Anastasia Korolova	
Library	Katie Howell	<b>X</b>	Jeff McAdams	
Management	Karen Ford-Eickhoff	<b>X</b>	Torsten Pieper	
Marketing	Nima Jalali		Charles Bodkin	<b>X</b>
Mathematics & Statistics	Qingning Zhou		Shaoyu Li	
Mechanical Engineering & Engr. Sci.	Regina Vrikkis	<b>X</b>	Nigel Zheng	
Middle, Secondary & K-12 Education	Warren DiBiase	<b>X</b>	Greg Wiggan	
Military Science	Stephan Hobbs		Marcus Craig	
Music	Shawn Smith	<b>X</b>	Jeremy Marks	
Nursing	Kelly Powers	<b>X</b>	Florence Okoro	
Performing Arts Services	Ben Stickels	<b>X</b>	Rick Moll	
Philosophy	Lisa Rasmussen		Eddy Souffrant	
Physics & Optical Science	Tsing-Hua Her	<b>X</b>	Shunji Egusa	
Political Science & Public Admin.	James Douglas	<b>X</b>	Joshua Miller	
Psychology	Andrew Case	<b>X</b>	Amy Canevello	
Public Health Sciences	Lauren Wallace	<b>X</b>	Lorenzo Hopper	
Reading & Elementary Education	Maryann Mraz	<b>X</b>	Anne Cash	
Religious Studies	Kent Brintnall		William Sherman	
Social Work	Suzanne Boyd		Shanti Kulkarni	
Sociology	Webster Murray		Philip Rutledge	
Software & Information Systems	Tonya Frevert	<b>X</b>	Dale-Marie Wilson	
Special Education & Child Development	Kelly Anderson	<b>X</b>	Shawnee Wakeman	
Systems Engineering & Engr. Mgmt.	Ertunga Ozelkan		Gary Teng	
Theatre	David Fillmore	<b>X</b>	Mark Pizzato	
Writing, Rhetoric and Digital Studies	Amy Colombo	<b>X</b>	Justin Cary	