

# **Standing Committee Reports**

**Academic Year 2014-2015**

# Committees

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## Competitive Grants Committee (CGC) Annual Report 2014-2015

The Competitive Grants Committee selected two proposals from a set of submitted proposals to nominate for the NEH Summer Stipend Program. The Committee also selected two proposals from a set of submitted proposals to nominate for the Oak Ridge Associated Universities Powe Junior Faculty Award.

# Faculty Academic Planning and Budget Committee (FAPBC) Annual Report 2014-2015

Submitted May 1, 2015 by Chair Eddy Souffrant:

In its role and per the Faculty Governance “Standing Rules,” the FAPBC is duty bound to provide advice to the Provost in the design and proposed versions of campus academic plans, the allocation of the faculty positions and its consistency with the academic plan of the campus, on the development of budgetary strategies and options regarding the Academic Affairs budget.

We nominated Dr. Jan Warren-Findlow to complete the membership of Committee. Once constituted, we proceeded to determine an efficient approach to the Committee’s work. Accordingly, the Chair of the committee met with the Provost in early fall semester 2014 to plan the substance for a series of meetings that would meet the expectations of the committee’s charge.

We planned four meetings but met only thrice. The fourth meeting was to have been with Vice Chancellor for IT, Dr. Mike Carlin. It was deemed that that meeting which was to have discussed the IT Master Plan and infrastructure changes would be more productive if arranged with the Faculty Executive Committee (FEC). The Provost was generous with her time and participated in two of our meetings. She offered timely and first-hand clarifications of the early drafts of the Academic plan. So the themes of our meetings were the discussion of the early drafts of the Academic Plan, Budget allocations, New Student Convocation and the Provost’s Annual Evaluation.

The last item of the FAPBC was discussed mainly by electronic communication. It consisted of finalizing the schedule for attending the Budget Briefings that are planned for mid-May. These meetings are not held in time to be included in this report. The out-going Chair of the FAPBC will follow this report in late May with a brief assessment or summary of the Budget meetings scheduled for the week of May 11. In the interim, the FAPBC is reviewing the final draft of the Provost’s Annual Evaluation. We intend to submit the final version of the Evaluation to Chancellor by the end of the week of May 4.

# Faculty Academic Policy and Standards Committee (FAPSC) Annual Report 2014-2015

## Faculty Academic Policy and Standards Committee Members

### Representatives

**Chair:** Gregory Mixon—Hist—CLAS  
 Bonnie Noble—Arts---COAA  
 Faith Neale—Fin—COB  
 Cynthia Gibas—Binf—CCI  
 Paul Fitchett—MdsK—COED  
 Nicholas Tymvios—Etgr—COE  
 Andrew Harver—Phs—CHHS  
 Judy Aulette—Socy—CLAS  
 Evan Houston—Math—CLAS  
 Felix Germain—Afrs—CLAS  
 Chuck Hamaker—Lib—LIB  
 Ryan Hess—Graduate Student—Econ-CLAS

### Alternates

Jefferson Ellinger—Arch—COAA  
 Jing Zhou—Bisom—COB  
 Jennifer Weller—Binf—CCI  
 Rebecca Shore—Edld—COED  
 Tom Weldon—Ecgr—COE  
 Linda Probst—Knes—CHHS  
 Anthony Fernandes—Math—CLAS  
 Jennifer Warner—Biol—CLAS  
 Richard Leeman—Comm—CLAS  
 Betty Ladner—Lib--LIB

### MEETINGS: FAPSC met on the following dates”

Fall 2014: September 9, 2014, October 14, 2014, November 18, 2014.

Spring 2015: January 20, 2015, February 17, 2015—cancelled due to weather and university closure, February 24, 2015-replaced the cancelled meeting, March 17, 2015, April 21, 2015, possible meeting May 12, 2015.

### WORK OF THE CHAIR OUTSIDE FAPSC

FAPSC chair Gregory Mixon became a member of the ad hoc Academic Implementation Committee during summer 2014 representing FAPSC. The committee met during summer and fall 2014. A report submitted to Provost Joan Lorden was prepared and submitted by co-chairs

Tina McIntire and Leslie Zenk on December 10, 2014. The committee recommended that the issues under review—academic progress, attempted-to-earned semester credit hours--connected with the new withdrawal policy will need further study, discussion, and periodic review. This will especially be needed in the implementation of Academic Probation and Suspension policy in light of “additional unintended consequences and implementation concerns” created by the policy.

### **CHARGE FOR THE YEAR**

FAPSC regular meetings for the academic year(see above) were devoted to four sets of charges conveyed to FAPSC by a faculty member, Provost Lorden and Faculty President Gregory Starrett, Associate Provost Leslie Zenk.

Charge 1—Drop/ADD Period—Reduction in the Number of days –Dr. Janet E.Levy  
Proposed

Charge 2—Provost Joan Lorden

a.Students who return after receipt of a degree

b.Associate Degree Rule

c.Academic Credit

d.Policies Due for Five-Year Review

1.Academic Appeal and Grievance

2.Academic Records and Transcripts

3.Academic Honors

4.Posthumous Degrees

Charge 3—Associate Provost Zenk--Cross Listing of Courses

Charge 4—President Starrett--Office of Undergraduate Admissions: increase the minimum TOEFL/IELTS score requirements for international undergraduate admission.

### **WORKING GROUP ACTIONS**

At the September 9, 2014, meeting volunteers were solicited to serve on working groups for each of the charges. Working Groups outside of FAPSC were formed by President Starrett on Returning Students and Readmitted Students and Academic Credit. One FAPSC member was requested to serve on each of these two working groups. Respectively Evan Houston and Cynthia Gibas chaired these working groups.

FAPSC members: Nicholas Tymvios and Andrew Harver led the FAPSC working group examining the Policies Due for Five-Year Review. Ryan Hess led the working group Reducing Drop/Add Days. Faith Neale and Andrew Harver spearheaded the Cross Listing working group.

Working Groups convened and worked on these charges during fall 2014 and early spring 2015 reporting to FAPSC at each monthly meeting where their progress was discussed and FAPSC advice was requested.

In January 2015, President Starrett, forwarded a request to FAPSC from Claire Kirby, Director, Undergraduate Admissions, Kelly Franklin, Director, English Language Training Institute and Christina Sanchez, Associate Director, Office of International Programs to revise the required language proficiency test scores for undergraduate admission for students whose native language is not English who must provide proof of English ability.

At the February 24, 2015, FAPSC meeting the work of: Working Groups: Academic Credit, Returning Students and Readmitted Students, Drop/Add, and three parts of the Five Year Review completed their work. On March 5, 2015, five proposals were forwarded to Faculty Executive Council.

The proposals were:

1. Reduction in the number of Drop/Add Days from 10 calendar days(8 instructional days for adding/dropping a course without penalty) to 5 instructional days for the drop period and 6 instructional days for the add period. This recommendation will only be implemented following review and study of the waitlist feature being implemented in fall 2015.  
Note: This policy was debated within FAPSC with the suggestion and approval of a reduction to 6 drop and 6 add days upon the work and recommendation of Mr. Ryan Hess. Submission of this proposal to the Chairs Committee and Provost Lorden resulted in a recommendation from that body to amend the proposal to the 5 drop days and 6 add days. FAPSC took this recommendation and debated it with final approval at the February 24, 2015 meeting and more work done by Mr. Ryan Hess clarifying what a 5/6 drop/add calendar would look like. Approved by FAPSC 2/24/2015.
2. The Academic Credit Working Group broke the Academic Credit hour Policy into to policies—a. Academic Credit Hour b. Baccalaureate Degree Progression and Tuition Surcharge. Approved by FAPSC 2/24/2015.
3. Recommendations for revisions to the Readmission of Former Students policy including students who return after receipt of a UNC Charlotte degree and students who are readmitted under a forgiveness policy. Declaring Undergraduate Majors and Minors Policy. Approved by FAPSC 2/24/2015.
4. Three of the Five-Year Review policies FAPSC was asked to examine were revised. The policies were: “Academic Records and Transcripts,” Academic Honors,” and “Posthumous Degree.” Approved by FAPSC 2/24/2015.
5. Approved request of the Office of Undergraduate Admissions to increase the minimum TOEFL/IELTS score requirements for international undergraduate admission. FAPSC approved 2/24/2015.

## **CONTINUING ISSUES**

Cross listing undergraduate and graduate courses has been an ongoing tradition at UNC Charlotte. It is posing a problem of interpretation for Academic Affairs. FAPSC has been

charged to make a determination of whether this is a problem and the degree of cross listing across the campus. The Working Group headed by Faith Neale, Andrew Haver, and Jing Zhou has been in communication with Graduate Council concerning graduate/undergraduate cross listing. No policy has been decided as of April 11, 2015. FAPSC will meet April 21, 2015 and potentially in May 2015 to discuss the Working Group's findings and recommendations.

One last policy from the Five Year Review Working Group is still pending. The "Academic Appeal and Grievance" policy has computer links that must be corrected to eliminate confusion. The Working Group and FAPSC secretary, Mr. Matt Wyse are working on those corrections.

My thanks goes to all FAPSC members who served and worked with the Working Groups and to Mr. Matt Wyse.

Respectfully submitted on April 11, 2015, by Gregory Mixon, 2014-2016 FAPSC Chair

## Faculty Advisory Library Committee (FALC) Annual Report 2014-2015

PREPARED BY

ALAN RAUCH – Professor of English [Committee Chair]

COMMITTEE MEMBERS

TAKIYAH AMIN - Assistant Professor of Dance  
 JOYCE BEGGS - Associate Professor of Management  
 WEI SHA - Research Assistant Professor Bioinformatics Services Division  
 CORAL WAYLAND - Associate Professor of Anthropology CHRISTOPHER  
 O'BRIEN - Associate Professor of Special Education TARA O'BRIEN –  
 Lecturer, School of Nursing  
 MACIEJ NORAS - Associate Professor, Electrical Engineering Technology  
 AMANDA PIPKIN - Assistant Professor of History RYAN  
 HESS, Undergraduate, English and Business JESSI  
 MORTON – Graduate Student, English

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The FALC, which convened early in Fall 2014, elected Alan Rauch (new to the committee) as chair. The main representation from the Atkins Library was Jay Raja who served in the capacity of Interim Director of the Library in order to replace Stanley Wells who was appointed Library Director at Louisiana State University.

Library staff also attended FALC meetings and the idea of the FALC is to work in close conjunction with the librarians and to learn about activities in progress in Atkins. The input, suggestions, and advice of faculty representation are only meaningful inasmuch as we (as faculty) are aware of Library activities. Among the most active members of FALC were Chuck Hamaker, Allison Bradley, Sara Dewaay, and Dawn Schmitz, but other members of the staff attended according to their availability.

Prior to the first meeting of the FALC, a search committee for a new “Dean of the Library” had already been selected; while there were no FALC members appointed to the committee, the FALC was given an opportunity to meet with all of the candidates.

In the interim--as the Search Committee worked on the selection of candidates--the FALC, recognizing that undergraduate and graduate student representation had been lacking for several years, contacted the Student Body President and the President of UNCC’s Graduate & Professional Student Government and the outcome was that Ryan Hess and Jessica Morton joined the FALC. The inclusion of graduate and undergraduate representation is not only important to FALC, but according to Matt Wyse is mandated by the Committee structure. In the future, FALC should pursue Grad and UG representation with *back-up representation* as well.

A shared concern of librarians and the FALC alike is how to communicate library events, policies, initiatives, etc. to UNC Charlotte Faculty, Staff, and Students. This, of course, will be

a concern for the new Director and, ultimately, for AA, but it is a serious issue. There are many reasons for the campus at large to take great pride in new library initiatives, and many reasons for campus members to respond to the library with needs, concern, and suggestions. Together, we must consider ways of increasing the public dialogue among campus parts: Administration; Library Staff; Faculty; Students; Staff, and the Charlotte Community. One of the ways to do this is to support and sustain increased publicity that reaches out to all of the above communities.

A program put forward by the FALC... to increase interdisciplinary interest in the library are “Mini-Curatorial Opportunities” (see attached document), which would allow students and/or student groups to work with a faculty member and a librarian to curate a very small exhibit in one of the cases available in the library. One of the added outcomes of this initiative would be to increase general awareness of the diverse academic programs on campus, by having displays that synthesize in an accessible manner the complex research conducted across campus. This initiative would work with the Charlotte Research Scholars Program, the Honors College, Sigma Xi, and many other campus groups.

The FALC also discussed on many occasions, the significance of Special Collections with respect to policies of collection and, no less important, the importance of Special Collections as a showcase for the scholarly interests of UNC Charlotte. Dawn Schmitz was very active in these discussions and will continue an open dialogue with FALC as we transition into new leadership for both the library and special collections itself.

Digital initiatives are very important to the faculty and we need to pursue a deeper understanding (among students and faculty) of the changing terrain of libraries. That understanding will lead to more informed input and feedback from the academic side of the campus. UNC Charlotte is clearly taking the lead, with Chuck Hamaker and others, in rethinking digital rights, ownership, and access. By the same token, scholars, authors, and editors have much to share with librarians about how the production of scholarly material actually takes place in the academy and the means by which it is supported and sustained. Both are minimally attended to by administrator and librarians and both are marginally supported, which may lead to a crisis in the peer review system as a whole.

At least two FALC members attended both the individual interviews and the public presentations that were arranged for all of the candidates for the Dean of the Library position. FALC members were given the application materials (CVs and letters) of all of the candidates, and discussion took place either in meetings or via email. The FALC then submitted a memo to the Provost stating its observations about the candidates and making recommendations about the search outcome.

In all, it was a strong and active year for FALC, notwithstanding the absence of a permanent Director. We are all eager to strengthen the role of the FALC as part of the cultures of the Atkins Library, university administration, faculty & students, and the community. There is a very strong sense of communal purpose and dedication, reflected in both FALC (as a representative body) and the Library (in general) and (we hope) the administration, that promises well for the future.



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## FALC INITIATIVE

### Mini-Curatorial Opportunity

#### STUDENTS, LIBRARIES, & IDEAS



#### PROPOSAL

In an effort to disseminate awareness of the work of students across campus and the intellectual interests of their respective departments, we propose a small curatorial project in which one student or more would work with a faculty member and a librarian to develop a library exhibit that reflects their research.

Each exhibit will potentially include some relevant archival materials from the library, as well as artifacts (material or written) from the students (and their mentor). The students will be responsible for writing explanatory labels that are clear, cogent, and accessible. The content might be taken from research posters that have already been produced or that they can be created from scratch, assuming the student has an ongoing project. Students might be recruited from the Graduate Life Fellows program, from the Charlotte Research Scholars Program, various Honors programs on campus, student organizations (such as the English Department's "Children's Literature Graduate Organization," or they can be nominated by campus faculty.

It would be well worth consulting with other libraries that support this kind of endeavor. At the present moment I am aware of similar initiatives at Johns Hopkins University (<http://krieger.jhu.edu/museums/projects/> and <http://hub.jhu.edu/gazette/2014/may-june/datebook-journals-art>), Yale (<http://artgallery.yale.edu/student-curated-exhibitions>), and the University of Edinburgh (<http://www.ed.ac.uk/news/all-news/talbot-rice-260511>). Typically, these exhibits are associated with art collections and/or art departments. This initiative, however, seeks to develop greater breadth in terms of displays, comprehending everything from Engineering to Anthropology to English and Mathematics.

#### PROCEDURE

To begin with, the FALC will identify a few students who would be willing to develop

such an exhibit. I believe there are several likely candidates from the recent CRS awards, who might be ready to put an exhibit together in relatively short order.

Procedurally, however, the FALC would (in conjunction with library faculty and with Administrative Affairs) set up a “Call for Exhibits” across campus. The call would ask students to propose an idea for a mini-exhibit along with a rationale and a list of 10-15 possible artifacts for display. These artifacts might well come from individual labs, personal collections, and other sources. Students would, of course, be encouraged to use library materials when available and to consult with library staff.

The FALC, along with library staff will review these proposals at least twice annually, anticipating a reasonable lead-time for each semester. The proposals will be judged on intellectual merit, substantive content, and diversity (with respect to disciplines across campus). If there is interest in the “Public History” program, it would be very useful to have their expertise and energy.

As the curatorial initiative progresses, we will seek funds internally to support what will be the minimal costs up front. Eventually, however, it would be well worth looking at external sources of funding, for example the Mellon Foundation (which has supported Hopkins). Such funds would be necessary for more elaborate developments which might include web materials, print brochures (booklets), and archiving.

#### BENEFITS

The mini-curatorial program, would not only help re-center the library as the intellectual nucleus of our campus, it would underscore the diverse intellectual initiatives supported by Atkins. As a showcase of ideas from a wide range of disciplines, these exhibits would remind students of the intellectual scope of UNC Charlotte and the remarkable achievements of students studying here. The exhibits would also showcase the many strengths of the collections and the even deeper strengths of our library staff.

The experience of curating an exhibit will serve all students very well inasmuch as they will become more knowledgeable about how to mediate their own discipline to a “lay” audience. This kind of skill is, in fact, exactly what every prospective employer desires even beyond technical skill and training.<sup>1</sup> To that end, the student-curator will not simply have a line on her/his resumé, but will also have a distinct advantage in that they have mastered an understanding of their own work and the social context into which it fits.

This program is also consistent with the kind of intellectual outreach that many universities now aspire to achieve on campus and off. The University will certainly gain attention from the public at large, as well as alums, and prospective donors by foregrounding student achievement in this manner.



<sup>1</sup> See Derek Bok’s *Higher Education in America*. Princeton: Princeton University Press, 2013. Ch. 11-12; and the AAC&U LEAP Report, 2011.

## Faculty Advisory Summer Sessions Committee (FASSC) Annual Report 2014-2015

Faculty Advisory Summer Session Committee (FASSC)  
2014-15 End of the year Report  
Submitted by Judy Walker, Chair  
May 12, 2015

Because of personnel changes in the Summer School staff this committee was not as active as it has been in the past. Early in the fall semester, Shanna Coles, Interim Director for Credit Programs, convened a Summer School 'summit' which involved a variety of summer school stakeholders including members of the FASSC. The purpose of the summit was to brief us on how things went during the 2014 summer sessions. We also discussed best practices for developing, delivering and advertising summer programs.

The committee met in November for another update from Ms. Coles, which included a discussion of ways to improve faculty salaries and how to effectively involve students in summer programs.

As chair of the committee I was asked to participate as a member on a task force, which was charged to conduct a unit review of Distance Education and Summer School programs. Although the FASSC did not meet face to face in the spring we did work virtually to provide feedback for this task force. I anticipate the incoming 2015-16 FASSC will focus on this report and hopefully provide the summer school staff with concert ways to address the issues in the report.

# Faculty Employment Status Committee (FESC)

## Annual Report 2014-2015

Date: April 13, 2015

To: Greg Starrett

From: Tony Jackson, Professor of English,  
Faculty Employment Status Committee Chair

FESC Year-End Report

The FESC Committee dealt with 4 items this year.

***The first item considered by the Committee*** was UNCC's Evaluation of Academic Administrators Policy, with special attention to frequency of reviews. Here is a record of the Committee's discussions and report to Greg Starrett

- 1 We found a language/description problem that needs to be addressed. The entry for Comprehensive Evaluations: Review Committees: Assistant and Associate Deans in fact only provides a description of Chair Review committees. Another entry needs to be composed that will describe the committees for Assistant/Associate Deans. Here is a possibility:
 

Comprehensive Evaluations: Review Committees: Assistant and Associate Deans: The dean, after consultation with the CRC/LRC, selects a 5-7 person Review Committee. This committee should be broadly representative of the interests of the college/library. As a minimum, one person is an elected member of the college review committee and one will be a current administrator from outside the college. Optionally, one member can be from an interested group outside the university such as a departmental advisory committee or professional organization with ties to the college/library. The committee is established before the end of the academic year prior to the comprehensive review of the chair and elects its own chairperson.
  
- 2 We discussed whether to keep the annual review as is, or to change it to some other interval. Though we were considering administrators in general, most members felt more strongly about the frequency of review of department chairs than about other administrators.

We discussed five possibilities:

- a. Keep the current policy of conducting a review every year
- b. Change to every other year
- c. Change to every three years
- d. Change to a review the first year, followed by the comprehensive review as it's already scheduled
- e. Change to annual review for first 2 years, then every other year

The primary reason presented for change was that the annual recurrence tends to cause faculty to take the process too much for granted, as just another bureaucratic duty. As a result, this tends to reduce active, meaningful participation. Six committee members felt that a new schedule was needed. Four possibilities were discussed, listed as items b-e above.

The primary reason presented for maintaining the annual review was to ensure timely and appropriate faculty participation in the review process. Individual situations/circumstances can easily change from year to year for both faculty and administrators. Given this possibility, annual evaluations help ensure that all faculty opinions are always registered in a timely and appropriate manner. Four committee members felt that the annual review (item a above) is necessary for this reason.

- 3 We discussed the appropriate manner of inclusion of written faculty reviews of administrators: specifically whether the solicited written faculty evaluative responses should be directly included in an administrator's review, or should only be represented by the review committee's summary, or both. Some committee members felt that without including the actual written documents, we run the risk that a given opinion will not be adequately represented by a given review committee's summary. Others felt that in order to preserve confidentiality we should only include a Review Committee summary. The possibility of respondents' opinions being read by the administrator under review might prevent faculty, especially non-tenured faculty, from reporting as honestly as they otherwise might. Another option is to include actual written responses only to the supervising administrator, not to the administrator under review. We were not completely sure if the latter possibility would guarantee confidentiality.

Eight members voiced an opinion on this. Three members supported making the original opinions at least possibly available to the supervising administrator in each case. Four supported submitting a Review Committee summary of opinions. One member abstained.

- 4 We discussed the need for a comprehensive review of an administrator who is not considering reappointment. Present policy does not require a review in this case, but at least one committee member felt that even in this case the review should be part of the administrator's overall performance evaluation.

**The second item considered by the Committee** was the UNCC Academic Affairs revision of our Tenured Faculty Performance Review document in order to assess whether, or to what degree the document aligned with the recommendations of the Post Tenure Review Working Group. The Committee reported that the revision aligns UNCC policy with the recommendations of the Post Tenure Review Working Group. The Committee also stated, unanimously and for the record, that it fully supports the Resolution on the Proposed Revisions to the Post Tenure Review Policy, as approved by the UNC Faculty Assembly April 4, 2014.

**The third item considered by the Committee** was the possible need for any changes to the UNCC Review of Service Units. The Committee found that no changes need be made to that policy.

**The fourth item considered by the Committee** was inconsistent terminology in the Tenured Faculty Performance Review document. Sometimes the term "senior faculty" was used, and at other times "tenured faculty" was used. The committee recommended using "tenured faculty" in all relevant cases.

Members of the FESC are Tony Jackson (chair); Craig Allan, Jack Cathey, Heather Coffey, Jose Gamez, Aidong Lu, Beth Martin, Mehdi Miri, Jennifer Munroe, Alan Rauch, Lori Thomas

# Faculty Information & Technology Services Advisory Committee (FITSAC) Annual Report 2014-2015

## Overview:

The function of the Faculty Information and Technology Services Advisory Committee (FITSAC) is to advise and consult with the Information and Technology Services staff, students, faculty, and the University administration about matters pertaining to the operation of ITS.

## 2014-2015 Goals:

- To continue to monitor the process of online course evaluations
- To discuss and address faculty needs for faculty web space and web sites
- To discuss and address faculty interest in Cloud storage possibilities
- To advise ITS in regards to the migration to a new e-mail system
- To continue to disseminate information from the Chief Information Officer, Dr. Mike Carlin, to our respective Colleges.

## 2014-2015 Summary of Activities:

The FITSAC met one time during the 2014-2015 year and communicated electronically. In response to our goals, the following tasks occurred:

- FITSAC members shared about the status of online course evaluations and any concerns. Since concerns were minimal this issue has not been followed up on.
- Discussions occurred at each of our meetings about faculty web space and web sites. The Chief Information Officer, Dr. Mike Carlin, stated that faculty who had instructional materials for their courses on the current website system are the first to pilot the new webpage system.
- Discussions occurred about cloud storage. Carlin updated us about the progress of cloud computing.
- FITSAC members were informed about the migration to Google for e-mail services. This migration will take place in the summer and fall of 2015.
- Members of FITSAC regularly updated their Colleges on FITSAC activities.

## Faculty Legacy Scholarship Committee (FLSC) Annual Report 2014-2015

The Faculty Legacy Scholarship Committee met twice in April 2015. These meeting dates are late in the academic year in order to give Financial Aid sufficient time to receive and process student FAFSA applications.

The FLSC used guidelines established by the Faculty Council (a minimum of 30 hours completed at UNC Charlotte, generally one scholarship for each of the represented units, if sufficient funds exist; open to undergraduate or graduate students), together with its own policy of awarding a minimum of \$500 per scholarship. From a large list of several hundred students who met minimal credit hours and GPA requirements, the ten top performing students with greatest financial need were identified for each college, the graduate school, and University College. Discussion of academic performance and financial need led to the following prioritized list of 1015-16 recipients. Scholarship awards are for \$500.00 each and are predicated on each student's full time enrollment in both fall and spring semesters for 2015-16.

1. Tyler Goehring, Arts + Architecture
2. Richard Bennett, Computer Science
3. Kevin Johnson, CLAS
4. Ashley Kernodle, Business

In addition, ranked alternates were identified should any of the original recipients graduate or not enroll full time each semester.

The FLSC established several additional guidelines going forward. These include:

Beginning this year, the FLSC has established the expectation that a "full" scholarship recipient must be enrolled as a full-time student for both the fall and spring semester. Nothing in this policy precludes the award of a partial scholarship prorated for part-time enrollment.

Interpreting student academic performance requires some deliberate attention to the number of UNC Charlotte hours completed AND to the ratio of UNC Charlotte hours completed to total hours completed. For example, a student who has completed 70 UNC Charlotte hours with a GPA of 4.0 has demonstrated long-term consistency in a way that a student with 30 UNC Charlotte hours has yet to attain. Similarly, a student with 60 UNC Charlotte hours out of 64 total hours completed (94% UNC Charlotte) reflects a different performance pattern at UNC Charlotte than a student with 60 UNC Charlotte hours out of a total of 120 total hours (50% UNC Charlotte).

Beginning next year, colleges will select their own top candidates for Faculty Legacy Scholarships. To accomplish this, the FLSC Chair will in early April provide a list of top qualifying students to each college representative and alternative. Those FLSC members will be responsible for gathering faculty input to rank two students from their own college along with written narrative evaluations about the students. These ranked lists and narratives will be used by the FLSC to award scholarships beginning in 2016.

## Faculty Research Grants Committee (FRGC) Annual Report 2014-2015

Chair: Dan Dupre

The primary function of the FRG Committee is to solicit Faculty Research Grants and then to evaluate and select grants for funding. In the current cycle, the committee distributed \$389,197 to support proposals 61 proposals out of 88 submitted. In the fall round of submissions, 51 proposals were funded. An additional 10 proposals were funded in the spring under the New Assistant Professor Resubmission Program. The work of the FRG Committee is made possible by the expert assistance provided by Proposal Development Director Lesley Brown.

### Arts and Humanities

Jeanmarie Higgins, Theatre, elected  
Tanure Ojaide, Africana Studies, elected  
Ritika Prasad, History, elected  
Amanda Binder, Atkins Library, elected  
Bonnie Noble, Art, ad hoc

27 submissions  
20 proposals funded in the fall round  
4 proposal funded in the spring

### Social Science, Business, Health, and Education

Xiuli He, BISOM, elected  
Lynn Ahlgrim-Delzell, Ed Leadership, elected  
Bob Herman Smith, Social Work, elected  
Joe Whitmeyer, Sociology, elected  
Qingfang Wang, Geography, ad hoc

25 submissions  
17 proposals funded in the fall round  
3 proposals funded in the spring

### Science, Technology, Engineering, and Mathematics

Jennifer Weller, Bioinformatics, elected  
David Weggel, Civil Engineering, elected  
Yrui Godin, Mathematics, ad hoc  
Terry Xu, MEGR, ad hoc  
Susan Trammell, Physics, ad hoc

36 submissions  
14 proposals funded in the fall round  
3 proposals funded in the spring

## Proposals Funded in the Fall

Arts and Humanities Subcommittee					
LastName	FirstName	Dept	College	Title	Amount
DuPont	Carl	MUSC	COAA	Art Songs by Black Composers for the Bass Voice	\$6,000
Cameron	Christopher	HIST	CLAS	Black Freethinkers: African American Secularism, 1800-2015	\$6,000
Hicks	Cheryl	HIST	CLAS	The Case of Hannah Elias: Interracial Intimacy and Civil Rights in Turn-of-the-Century New York	\$5,945
Pipkin	Amanda	HIST	CLAS	Dissenting Daughters: Early Modern Dutch Women's Engagement in Political and Religious Disputes	\$6,000
Thorsheim	Peter	HIST	CLAS	British Chemical Weapons Experiments in Colonial Africa and India	\$6,000
Germain	Felix	AFRS	CLAS	Black French Feminism: History and Trends	\$6,000
Godlewska	Maja	ART	COAA	A Selfie, in Rome.	\$6,000
McReynolds	Phillip	PHIL	CLAS	Reconstructing Deweyan Pragmatism in Light of Current Biological Concepts	\$3,500
Quinlan,	Margaret	COMM	CLAS	Practitioner-Patient Communication: Females' Experiences with Reproductive Endocrinology and Infertility.	\$5,999
Soliz	Marie dC.	HIST	CLAS	Fields of Revolution: Agrarian Reform and Rural State Formation in Bolivia, 1935-1970	\$6,000
Schmidt	Thomas	ART	COAA	Data Mine: The Digital Hand in Sculptural and Architectural Ceramics	\$6,000
Ehlers	Maren	HIST	CLAS	Samurai on Sakhalin – Domains and Colonialism in Nineteenth-Century Japan	\$6,000
Frisch/ Arreola	Mira/ Brian	MUSC	COAA	Coach with the Six Insides; a dance-music drama	\$12,000
Massino	Jill	HIST	CLAS	Cold War Collaborations: Romania and the Global South	\$6,000
Meneses	Juan	ENGL	CLAS	Resisting Dialogue: Political Dispossession and the Restoration of Dissent in the Modern Anglophone Novel	\$4,000
Murray	Beth	THEA	COAA	Cotton & Collards: Unearthing Stories of Home Through Kitchens and Closets	\$3,500

Lin	Zhongjie	ARCH	COAA	Japan's Emerging Eco-cities: Toward an Asian Model of Sustainable Urbanism	\$6,000
Ojaide	Tanure	AFRS	CLAS	Poetry Writing: "Songs of Myself"	\$3,019
Ranis	Marek	ART	COAA	Arctic Utopia: Multi-Media Art Installation.	\$3,019
Brintnall	Kent	RELS	CLAS	Constraining Violence	\$3,018

Social Science, Business, Health and Education Subcommittee					
LastName	FirstName	Dept	College	Title	Amount
Buchenau	Jurgen	HIST	CLAS	The Twilight of the Giants: Constructing Mexico's One-Party Rule, 1929-1934	\$5,650
Delmelle	Elizabeth	GEES	CLAS	Clustering Trajectories of Neighborhood Socioeconomic Change	\$5,420
Schulkind	Lisa	ECON	COB	The Economic Determinants of Early Childhood Immunization	\$6,000
Warren-Findlow/Howden	Jan/Reuben	PHS/ KINE	CHHS	The influence of isometric exercise training and hypertension self-care on resting blood pressure	\$9,320
Cash	Anne	REEL	COED	Measuring Elementary Teacher Candidates' Knowledge and Practice of Effective Classroom Interactions	\$6,000
Fenwick	Abbey T.	KINE	CHHS	Intracortical Excitability of the Peroneus Longus Muscle in Patients with Chronic Ankle Snstability	\$6,000
Killman/Rodriguez	Jeffrey/Monica	LACS	CLAS	The Effects of Technology on Spanish-English Translation Processes and Products	\$11,980
Piper	Crystal	PHS	CHHS	Maternal Beliefs and Practices about Child's Oral Health	\$6,000
Zhao	Wei	SOCY	CLAS	Changing Social Inequality and Perceptions of Distributive Justice in Contemporary China	\$6,000
Beach	Kristen	SPCD	COED	Improving reading outcomes for adolescent struggling readers through a combined school- and home-based intervention.	\$6,000
Byker	Erik Jon	REEL	COED	Investigating Citizen-Led Assessments in India: A Mixed-Method Study of Elementary Education and Volunteerism	\$6,000
McCarter	Susan	SOWK	CHHS	Seeking Safety in the North Carolina Correctional Institute for Women	\$5,985
McCord	Laneshia	SOWK	CHHS	Older Learning and Developmental Activities (OLDA) Project	\$6,000

Wilson	Mark R.	HIST	CLAS	The Privatization of the Military-Industrial Complex, Part 1: 1953-1973	\$6,000
Jordan	Kathleen	NURS	CHHS	An Education Program for School Nurses: Identification and Intervention of Children at Risk of Malnutrition	\$5,693
Putman	S. Michael	REEL	COED	Measuring Skills, Attitudes, and Dispositions For Online Inquiry	\$6,000
Stogner	John	CJUS	CLAS	Evaluation of a Novel and Emerging Psychoactive Drug Training Program	\$4,138

Science, Technology, Engineering, and Mathematics Subcommittee					
LastName	FirstName	Dept	College	Title	Amount
Richardson	Christine	BIOL	CLAS	Aptamer Coated-Nanoparticles to Treat Ovarian Tumors In Vivo	\$6,000
Molchanov/ Whitmeyer	Stanislav/ Joseph	MATH/ SOCY	CLAS	Mathematical Models of Human Population Dynamics with Applications	\$12,000
Nesmelova	Irina	PHYS	CLAS	Protein LEGO approach for engineering transposon-based genetic tools	\$6,000
Poler/ Amburgey	Jordan/ James	CHEM/ CEE	CLAS/ COE	Magnetic Nanoparticles for Efficient Water Purification	\$12,000
Mullany/ Tkacik	Brigid/ Peter	MEES/ MEES	COE	Media Characteristics Limiting the Finishes Obtainable in Vibratory Finishing	\$12,000
Nesmelov	Yuri	PHYS	CLAS	Transient kinetics of recombinant human cardiac myosin	\$6,000
Schmedake/ Donovan- Merkert	Thomas/ Bernadette	CHEM/ CHEM	CLAS/ CLAS	Silicon Chemistry for 3D - Electrochromic Displays	\$12,000
Suleski	Thomas	PHYS	CLAS	Structured Optical Surfaces for High Power Laser Systems	\$6,000
Her/Smith	Tsing-Hua/ Stuart	PHYS/ MEES	CLAS/ COE	Fabrication and Characterization of External Concave-Cavity Fabry-Perot Interferometer for Precision Displacement Measurement	\$12,000
Sokolova	Inna	BIOL	CLAS	Mitochondrial mechanisms of tolerance to intermittent hypoxia in marine mollusks	\$6,000
Tabarraei	Alireza	MEES	COE	Stress Corrosion Cracking of Graphene	\$6,000
Bobyarchick	Andy	GEES	CLAS	Vorticity in the Blowing Rock Gneiss	\$6,000
Magi	Brian	GEES	CLAS	Evaluating a New Global Lightning Dataset Derived from Remote Sensing Data	\$4,500

Monge	Adriana O.	MATH	CLAS	Optimal stopping of a mean-reverting process: buy low and sell high strategies	\$3,500
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## Proposals Funded in the Spring

**Arts and Humanities Subcommittee**

<b>LastName</b>	<b>FirstName</b>	<b>Dept</b>	<b>College</b>	<b>Title</b>	<b>New Asst Prof?</b>	<b>Budget Option</b>	<b>Amount</b>
Burch	Thomas	THEA	COAA	Emerging Trends in Scenic Design for Contemporary Non-Traditional Theatrical	Yes	1	\$5,425
Dalton	Jane	ART	COAA	Performance	Yes	1	\$5,970
Lindsey	Jessica	MUSIC	COAA	Record Works for Clarinet and Piano by Women Composers	Yes	1	\$5,969
Plotnick	Rachel	COMMS	CLAS	Rubbing Readers the Wrong Way? Newspapers and the Question of Materiality	Yes	1	\$5,970

**Social Science, Business, Health and Education Subcommittee**

<b>LastName</b>	<b>FirstName</b>	<b>Dept</b>	<b>College</b>	<b>Title</b>	<b>New Asst Prof?</b>	<b>Budget Option</b>	<b>Amount</b>
Gutierrez/ Sejal	Daniel/Fox	COUNS/ COUNS	COED/ COED	The Effectiveness of a Motivational Enhancement Group on Academic Engagement	Yes	1	\$12,000
Cobarrubias	Sebastian	GIAS	CLAS	Emergent Border Topographies at the Edges of Europe? The Border Regime in the Aftermath of the Arab Spring	Yes	1	\$6,000
Bochantin	Jaime	COMMS	CLAS	A Qualitative Exploration of Emotions in Work-Family Conflicts	Yes	1	\$4,970

**Science, Technology, Engineering, and Mathematics Subcommittee**

<b>LastName</b>	<b>FirstName</b>	<b>Dept</b>	<b>College</b>	<b>Title</b>	<b>New Asst Prof?</b>	<b>Budget Option</b>	<b>Amount</b>
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Davenport	Casey	GEES	CLAS	Measuring Thunderstorm Environment Variability in North Carolina	Yes	1	\$5,814
Ndiaye	Demba	ETCM	COE	Two-Phase Flow of Nanorefrigerants: Condensation of R-410A/Carbon...	Yes	1	\$6,000
Vinson	David	GEES	CLAS	Formation Water Profile of a Non-producing Shale Basin	Yes	2	\$5,912

# Faculty Scholarship of Teaching & Learning Grants Committee Annual Report 2014-2015

## April 2015

**Chair:** Anita Blowers

**Committee Members:** E.E Balcos, Carol Swift, Diane Cassidy, Christopher O'Brien, Na Lu, Trudy-Moore Harrison, Concepcion Godev, Heather Perry, Jen Hartman, Nicole Spoor

**Ex-Officio Members:** Garvey Pyke, Kim Buch (Center for Teaching and Learning)

### Committee Accomplishments:

1. The committee received and reviewed 22 grant proposals, with a total request amount of \$ 301,701.07. The committee was impressed with the scope, range and quality of the proposals as a whole, and believes that the number and quality of the proposals testifies to the quality of the SoTL program at UNC Charlotte.

The committee recommended that eight proposals be funded in the indicated amounts. Last spring it was authorized that funding may be spread over two academic years (AY 2013-14 and AY 2014-15) so that budgets and timelines could be more accurate and purposeful. Year 1, Year 2 and Total project budgets are listed in the table below.

Faculty	Dept.	Proposal Title	Year 1	Year 2	Total Budget
Paul Fitchett, Susan Harden, Heather Coffey, Joyce Brigman, Thomas Fisher	Middle, Secondary and K12 Education	"On-Site Secondary Education Program (OSSEP): A Study in Pre-Service teachers' Efficacy and Civic Engagement"	\$12,000	\$3,610	\$15,610
Celine Laulipe, Bruce Long, Mary Lou Maher, Audrey Rorrer, Karen Bean	College of Computing and Informatics	"Flipping Traditional CS Education Upside Down: A Study of Interventions in Two Core Computing Courses"	\$5,000	\$7,000	\$12,000
Erin Miller	Reading and Elementary Education	"Pre-Service Teacher's Preparedness to Teach African American Boys: The Impact of an Urban Collaboration on the Development of Afro-Centered Cultural Knowledge in an Elementary Education	\$5,763.33	\$0	\$5,763.33

		Program"			
Nicole Peterson	Anthropology	"Acquiring Skills, Critical engagement, and Professionalization through Research-Based Service Learning in Applied Anthropology"	\$5,200	\$5,200	\$ 10,400
Catherine Qualtrough, Susan Trammell	Physics and Optical Science	"Redesign of Introduction to Astronomy Lab: Using Recent Pedagogical Research to Improve General Science Education"	\$6,818	\$0	\$ 6,818
Praveen Ramaprabhu, Russell Keanini	Mechanical Engineering and Engineering Sciences	"Show and Tell Fluid Mechanics: An Innovative Approach to Fluid Mechanics Instruction"	\$7,320	\$6,720	\$ 14,040
Brett Tempest, Lisa Merriweather	Civil and Environmental Engineering, Educational Leadership	"Pedagogy of Service Learning as an Informal Science Education: Community Engagement, Engineering, and Underrepresented Youth"	\$600	\$4,800	\$ 5,400
Coral Wayland Lisa Walker	Anthropology Sociology	"Gender, Race/Ethnicity and Team Based Learning"	\$9,500	\$9,500	\$ 19,000
<b>Total</b>			<b>\$52,201.33</b>	<b>\$36,830</b>	<b>\$89,031.33</b>

2. Solicited past recipients to get updates on how their grant work has been disseminated. This year Kim Buch in the Center for Teaching and Learning took responsibility for compiling and reporting this information.

3. The committee also discussed the need to revise the rubric used to assess the grants. There was concern that the rubric does not adequately capture some important considerations (i.e., the extent to which the proposal meets the aims and purpose of the SoTL grant program). This needs to be discussed at greater length before the next RFP is announced.

#### **Agenda Items for 2015-2016:**

1. Review existing rubric and make modifications needed to better address whether the proposal meets the aims and purpose of the SoTL grant program and make minor revisions to the wording of the items listed on the rubric. This need to be accomplished before the next RFP is announced.
2. Review 2015-2016 grant proposals and make recommendations for funding.

## Faculty Welfare Committee (FWC) Annual Report 2014-2015

Chair: Claudia Flowers

Members: Lynn Ahlgrim-Delzell, Gretchen Alterowitz, Cheryl Brown, Tara Cavalline, Paula Eckard, Bob Herman-Smith, Kathryn Johnson, Heather Lipford, Rob Roy McGregor, and Shoko Tokoro

**Goal: Continue the conversation regarding child care and development availability at UNC Charlotte.**

Actions:

The Faculty Welfare Committee (FWC) asked Gregory Starrett to provide an update on the child care/development center availability on UNC Charlotte campus. Joan Lorden has asked FWC to select a small subgroup from the committee to serve as representatives when meeting with the real estate agent and potential childcare providers. Tara Cavalline, Kathryn Johnson, and Claudia Flowers volunteered to serve on the committee.

Joan spoke with Janet Singerman of Childcare Resources in October 2014, and she is supportive of efforts to create a center on campus and is willing to help us think through the process. Janet Singerman is interested in seeing a model for high quality childcare that could also have a training mission. *This goal will need to continue next year.*

**Goal: Establish communication with other UNC institutions' FWC**

Actions:

A Listserv for chairs of UNC FWC has been established by UNC. The institutions have been sharing information about the role of adjunct faculty and child/family/elder care. The Carolina Women's Center is crafting policy on child/family/elder care and will share with all institutions.

Once a new FWC chair is elected for 2015-2016, their name should be forwarded to Timothy Ives (Timothy\_Ives@med.unc.edu) for inclusion on the Listserv. *This goal will need to continue next year.*

**Goal: FWC assistance with campus safety**

Chief Jeffrey Baker and three of his employees discussed safety on campus and how the FWC can enhance safety. Chief Baker provided an overview of the police force, efforts to obtain CALEA accreditation, the blueprint from the Office of Civil Rights, decreased crime rates, guns on campus, alcohol and drug use, audits, alert systems (e.g., Alertus) and safe zones. The Police

& Public Safety and the Emergency Management resources on the websites were reviewed. The Chief strongly encouraged faculty to watch the Active Shooter Safety Videos (<http://emergency.uncc.edu/active-shooter-safety-video>). Emergency Cards were distributed to the committee. Faculty were asked to throw away the old yellow emergency cards and replace with the green cards.

During the presentation, Chief Baker asked who was familiar with the Maxient online system for reporting and tracking information regarding incidence relevant to campus safety. None of the committee members have heard of Maxient. Many of the FWC were concerned with the lack of information about this system. In a follow up discussion, Chief Baker provided access to a website that described the system. *This goal should be reevaluated next year.*

**Goal: Determining future activities for the FWC**

Many UNC institutions are conducting faculty morale studies. Gregory Starrett recommended FWC not conducting a morale survey of faculty. UNC Charlotte participates in the COACHE (Assisting in the success and impact of women scientists and engineers) survey (in the UNC Charlotte ADVANCE program) and there are questions about faculty morale included in the survey. It was too late to include questions for the upcoming survey, but the FWC should contact Yvette Huet about future surveys. *This goal should be continued next year.*

# Graduate Council (GC) Annual Report 2014-2015

## MEMORANDUM

To: Dr. Jeffrey Leak , 2015-16 President  
UNC Charlotte Faculty

From: Dr. Alan R. Freitag, Chair  
UNC Charlotte Graduate Council

Date: May 18, 2015

RE: Annual Report on Graduate Council Activities for 2014-15

The Graduate Council held ten business meetings during this academic year. Following is a summary of Council activities:

- We reviewed 29 long-form course and curriculum proposals.
- Two additional long-form course and curriculum proposals are currently undergoing virtual review by Graduate Council members, and recommendations on each of the proposals will be forthcoming by the end of May.
- We reviewed and recommended approval of “Permission to Plan” for the proposed Doctorate in Business Administration.
- We completed a revision of the Graduate Faculty Bylaws (begun during the 2013-14 academic year). The revision was submitted to the Faculty Executive Committee, which approved the proposal and submitted it to Faculty Council. The Faculty Council raised two concerns and tabled the proposal. Those concerns will be addressed during the first fall 2015 meeting of the Faculty Council.
- We received briefings and held substantive and ongoing discussions on the following topics:
  - The course, curriculum and catalog management system to be implemented in fall 2015;
  - Course cross-listing (recommendations submitted to Faculty Council);
  - Two early-entry program proposals and six accelerated master’s degree programs;
  - Language policy for theses and dissertations (new policy approved permitting exceptions to the English language requirement).
- As Graduate Council chair, I reviewed and approved 27 short-form curriculum proposals.

Minutes for all meetings are available through the Academic Affairs website and provide complete accounts of proceedings: <http://facultygovernance.uncc.edu/graduate-council/agendas-minutes>.

## Grievance Committee Annual Report 2014-2015

(Submitted on April 24, 2015)

<u>Members</u>	<u>Department</u>	<u>Term Ends</u>
K.R. Subramanian	CSCI	2016
Aaron A. Toscano	ENGL	2016
Ken Bost	BIOL	2015
Mehdi Miri	ECE, chair	2015
Christine Richardson	BIOL	2017
Deb Ryan	ARCH	2017
Todd Steck	BIOL	2015
Meredith Troutman	NURS	2015
Joe Urbas	ET	2015

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We had no new members this year and all members had already met and talked to Dr. Bruce Auerbach, the University Mediation Coordinator & Faculty Ombuds.

Although the Grievance Committee was prepared to handle grievance cases, our services were not needed for the fourth year in a row. That is, no grievance cases have been brought before the Faculty Grievance Committee in the past four years.

## Hearing Committee Annual Report 2014-2015

Date: April 23, 2015

Chair: Tracy C. Rock (REEL)

Committee Members: Tracy Rock (REEL), Yongge Wang (CCI), Susan Johnson (PSYC), Tricia Turner (KINE), Tony Jackson (ENGL), Bridgette Sanders (LIB), Craig Depken (ECON), Lloyd Blenman (BLAW), Ronald Priebe (ETCH), Meredith Troutman (SON), Charlie Reeve (Psyc), Diane Browder (SPED), Jim McGavran (ENGL), Todd Steck (BIOL), Jan Warren-Findlow (PHS), Jennifer Weller (BINF).

### **Spring/Summer 2014**

There were two requests for hearings in the Spring/Summer of 2014. The hearing requests were for an unfavorable reappointment and a tenure/promotion case. The hearing committee met on June 5, 2014 and decided to deny a hearing for a faculty member for an unfavorable reappointment review based on Impermissible Grounds. The committee did not feel that the facts suggested by the faculty member in their written statement, if established, would support a case for personal malice. However, the committee did grant a hearing for a faculty member with an unfavorable tenure decision based on the grounds of Material Procedural Irregularities. The case moved forward with selection of a 5 member hearing panel from the committee, a meeting with a legal representative to be briefed about procedures, and dates were established for the hearing. The panel was composed of Craig Depkin, II, Meredith Troutman-Jordan, Bridgette Sanders, Yongge Wang, and Jan Warren-Findlow. However, the faculty member retracted their petition for a hearing prior to the beginning of the hearing.

### **Fall 2014**

No requests for hearings in the Fall of 2014.

## Honorary Degree Advisory Committee (HDAC) Annual Report 2014-2015

May 1, 2015

Honorary Degree Committee Year End Report:

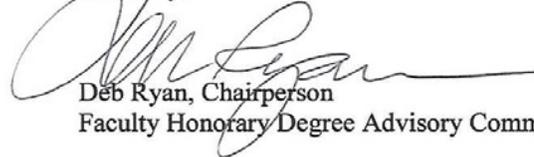
The Committee sent out a call for nominations in October 2014 and consulted broadly regarding the call, including a specific request to college deans. The Committee received three nominations that were carefully reviewed and evaluated based on the criteria established by the Board of Trustees regarding prospective nominees:

1. exceptional and distinctive achievements on behalf of the University, the region, state or nation;
2. state, national or international esteem because of activities recognized as significant in higher education;
3. eminent achievement in scholarship, high distinction in public affairs, outstanding accomplishments in humanitarian endeavors or artistic attainment;
4. high qualities of character and personal reputation;
5. not currently employed by The University of North Carolina at Charlotte;
6. former faculty and staff eligible if they have achieved distinction in a second career or in work unrelated to their university positions;
7. merit rather than popularity.

Only one of the three nominees was recommended to the Chancellor for an honorary degree.

In the Spring semester, we received an additional and unsolicited nomination from the Chancellor's office. After review, this nominee was also recommended for an honorary degree.

Sincerely,



Deb Ryan, Chairperson  
Faculty Honorary Degree Advisory Committee

Committee members Mary Tuma, Sue Marchetti, Yuliang Zheng, Roslyn Mickelson, and Alirez Tabarraei assisted by Leslie Zenk, Assistant Provost and Matt Wyse, Faculty Governance Assistant

# Honors Council

## Annual Report 2014-2015

In accordance with the *Standing Rules of the Faculty Council*, the Honors Council submits the following report for the Academic Year 2014-2015.

### **Activities for Fall 2014**

The Honors Council met three times (September 5<sup>th</sup>, October 3<sup>rd</sup>, and December 5<sup>th</sup>) during Fall semester 2014. Documents for each meeting were posted in advance and were available to all members of the Honors Council via a dedicated MOODLE 2 website. The following is a summary of the most significant accomplishments during each of these meetings.

#### **September 5<sup>th</sup> meeting:**

- 1) Ken Bost (BIOL) was elected as chair of the committee for 2014-2015.
- 2) A curriculum proposal from the Department of Kinesiology to diversify their departmental honors program offerings was discussed and the concept approved.
- 3) A curriculum proposal from the Levine's Scholars Program to establish seminar courses was discussed and approved.
- 4) Policy issues for late withdrawal, or retroactive withdrawal, of students from Honors courses were discussed and clarified.
- 5) Policy issues regarding mid-semester moving of individual students between honors and non-honors sections of the same course were discussed and clarified.
- 6) The logistics of designating Honors distinction on the commencement program, the student's transcript, and the diploma were discussed. Options for each were suggested and referred to the appropriate administrator.

#### **October 3<sup>rd</sup> meeting:**

- 1) A curriculum proposal from the Department of Languages and Cultural Studies regarding changes to the catalog copy for Spanish was requested. Revisions were suggested and the proposal approved.
- 2) A curriculum proposal from the Department of History to create two courses for majors jointly enrolled in the Honors program and early entry Masters was discussed and approved.
- 3) A curriculum proposal from the Honors College regarding changes to their topic course catalog copy and course description was discussed and approved.
- 4) The logistics of designating Honors distinction on the commencement program, the student's transcript, and the diploma were revisited with guidance for what could and could not be done. Recommendations were suggested and forwarded to the appropriate administrator.
- 5) The criteria for appointment to Honors Faculty were discussed and recommendations made.

#### **December 5<sup>th</sup> meeting:**

- 1) The existing UNC Charlotte Academic Policy on Honor Programs document needed updating to accommodate the recent changes in the Honors College. The syncing of the Honors College document with the UNC Charlotte Academic Policy on Honor Programs document was discussed, and this task was delegated to a subcommittee.
- 2) Policies for Honors students consistent with the new academic progress criteria were agreed upon.

- 3) A preliminary curriculum proposal from the College of Engineering to create a capstone project as part of their developing Honors program was presented and discussed. Some suggestions were made to the redesign committee.
- 4) Updates for documenting Honors distinction on the commencement program, the student's transcript, and the diploma were revisited, discussed, and recommendations made.
- 5) A discussion of possible catalog changes in the wording of Honors courses was tabled as unnecessary.

### **Activities for Spring 2015**

The Honors Council met twice (March 17<sup>th</sup>, and April 21<sup>st</sup>) during Spring semester 2015. Documents for each meeting were posted in advance and were available to all members of the Honors Council via a dedicated MOODLE 2 website. The following is a summary of the most significant accomplishments during each of these meetings.

#### March 17<sup>th</sup> meeting

- 1) The policy issue regarding mid-semester moving of students between honors and non-honors sections of the same course in the Department of Chemistry was revisited at the request of Dr. Dan Jones. The Honors Council reiterated the notion that University policy and departmental policy must be consistent.
- 2) Syncing of the recently revised Honors College document with the UNC Charlotte Academic Policy on Honor Programs was revisited. The subcommittee delegated to accomplish this task reported success and all documents now seem consistent with one another.
- 3) Problems with Catalog Copy regarding Honors programs across the university were discussed. It was noted that some colleges/departments did not have any catalog copy or that some entries were minimalistic. The logistics of how to correct this problem (e.g. short forms for all) were discussed and recommendations given.
- 4) A detailed discussion regarding the Academic Services Strategic Planning 2015-2020 document occurred. Specific items for the Honors College were noted for inclusion.

#### June 21<sup>st</sup> meeting

- 1) A curriculum proposal for the establishment of an Honors Program in the College of Engineering was discussed and accepted.
- 2) A curriculum proposal for the creation of an Honors Seminar Course in the College of Computing and Informatics was discussed and accepted.
- 3) A curriculum proposal for the creation of a professional development course for Honors student in the College of Computing and Informatics was discussed and accepted.
- 4) A revision to the Catalog Copy for the Honors Program in the College of Computing and Informatics which incorporates the new seminar and professional development courses, as well as outlining the Honors Capstone Experience, was discussed. A few minor changes were suggested and the curriculum proposal was approved.
- 5) A document detailing an Honors College Student Code was presented and discussed. A few minor changes were suggested, and the document was adopted.
- 6) A year-end review of the Honors College was given by Dr. Pereira.

Respectfully submitted,

Kenneth L. Bost, Ph.D.

Belk Distinguished Professor of Biological Sciences

Director, Honors Program in Biological Sciences

Chair, Honors Council

Chief Scientific Officer, SoyMeds, Inc.

## Part-Time Faculty Committee Annual Report 2014-2015

No report.

## Undergraduate Course and Curriculum Committee (UCCC) Annual Report 2014-2015

To: Gregg Starrett, Faculty President

From: Kim Harris, UCCC Chair

Date: May 7, 2015

Re: Annual Committee Report

As in past years, all of the work of this committee was done via email, so we did not have any face to face meetings during the year. The committee was quite busy this year. We approved four long form proposals and established a new major in Business Analytics and a new concentration in Management Information Systems. A total of 85 short form proposals were submitted from 28 departments representing all seven of the colleges as well as Honors College.

We look forward to working with the new system for managing and approving curriculum proposals.

# University College Faculty Council (UCFC) Annual Report 2014-2015

Annual Report  
University College Faculty Council

Activities of the Council for AY 2014-2015 included these highlights:

1. Evaluated several course and curriculum proposals
2. Charged and periodically discussed updates from the General Education Task Force, which this year was focused on revamping the general education requirements for undergraduate writing
3. Consulted on a range of issues related to Liberal Studies program policy
4. Consulted with Dean Smail on SACS assessment of Liberal Studies courses
5. Conducted Dean Smail's annual evaluation
6. Considered and rejected a charge to provide recommendations about how requests to modify degree requirements (e.g., minimum GPA) should be adjudicated at the university level