

# Standing Committee Reports

## Academic Year 2023-2024

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## 1. Competitive Grants Committee (CGC)

### **Report for Academic Year 2023-2024:**

On November 15, 2023, the CGC committee met virtually to discuss and select two nominees to the Oak Ridge Associated Universities (ORAU) Ralph E. Powe Junior Faculty Enhancement Award Program.

On August 23, 2023, the CGC committee met virtually to discuss and select two nominees to the National Endowment for the Humanities (NEH) Summer Stipend Program.

## 2. Faculty Academic Planning and Budget Committee (FAPBC)

[No report submitted for 2023-2024.]

### 3. Faculty Academic Policy and Standards Committee (FAPSC)

#### FAPSC Report 2023-2024

FAPSC was asked to address the following by the Provost and the President of the Faculty.

**1. Transfer Credit and Advanced Academic Standing Policy.** The current transfer policy includes a 64 credit hour restriction for students transferring from two-year institutions, a hold-over from the former tuition surcharge policy, which was rescinded by the North Carolina General Assembly in 2019. Following a survey of other UNC institutions, most have removed their restrictions. I recommend that FAPSC review the suggested changes below and consult with the University Registrar as needed prior to submitting the proposed revisions to the FEC and Faculty Council.

***The Registrar determined that the proposed change could not be made, so the request for FAPSC to review the change in the policy was rescinded.***

**2. Unsatisfactory Midterm Grades.** Currently UNC Charlotte has a process by which instructors report unsatisfactory grades for students who are performing below average. This is reported via Self Service Banner 8. If there are no unsatisfactory grades to report, the faculty member can indicate this. In September 2023, when UNC Charlotte moves to Self Service Banner 9, faculty will continue to have the opportunity to enter a midterm grade for their students but will now be unable to designate (via checkbox) that they do not have any unsatisfactory grades to report. We recommend replacing this with a new practice of entering midterm grades for all students. This ensures that students who are under-performing are able to access resources; for those performing well, it will serve as motivation to continue performing well. Additionally, this would allow us to determine

whether faculty simply have no D's and F's to report or whether they have not reported at all. I ask that the FAPSC review the proposed changes and consult with the Associate Provost of Undergraduate Education and the University Registrar with any questions prior to sending to the FEC and Faculty Council for consideration.

**FAPSC reviewed the requested changes to the Unsatisfactory Midterm Grade policy in October 2023. After a thorough the committee voted to reject the proposed changes. This decision was sent to the FEC in November 2023.**

**Seven-Year Policy Review.** Finally, there are four additional policies that are due for their seven-year review (one that is a carry-over from previous years). I am requesting that the FAPSC or the appropriate standing committee review each of these policies for relevance, accuracy, or gaps. Any changes recommended need to be considered by the Faculty Council. If there are no changes, please notify Matt Wyse, Faculty Governance Assistant, that the review has taken place and is complete.

**Student Evaluations** (carryover from 2022-2023; see item 2 regarding the Joint Working Group on Equity)

1. **Student Evaluation of Teaching (SET) Task Force** (carryover from 2021-2022). In February 2021 I charged the **Student Evaluation of Teaching Task Force** with: a) reviewing the content of the questions used for course evaluations as well as the introductions given to students, b) drawing on existing research to develop a better curated list of core evaluation questions that avoid bias and are focused on the educational process rather than instructor personality and other qualities, and c) developing a list of best practices to mitigate bias in question development for departments and colleges who wish to add additional, unique questions. I ask that the work of this task force be moved to the Faculty Equity Audit Working Group under the

leadership of Yvette Huet, Director of ADVANCE Faculty Affairs and Diversity Office, and Leslie Zenk, Assistant Provost, for completion this academic year. Review Student Evaluations, as part of the Seven-Year Policy Review, for relevance, accuracy, or gaps.

**The Student Evaluation of Teaching Task Force completed their work on updating the student evaluation form in Spring 2024 and presented their proposal to the FEC. However, the FEC had a number of questions regarding the proposals and asked the Task Force to reconsider the form based on the concerns from the FEC. As of April 2024, FAPSC has not received the updated student evaluation form to review. The committee decided that we would defer our evaluation of the policy until after the task force has completed its work.**

## 2. Academic Calendar

**The committee reviewed the Academic Calendar policy and made some changes to update the policy. The updated policy was approved in February 2024 and sent the updated policy to the FEC.**

## 3. Priority Registration <https://provost.charlotte.edu/policies-procedures/academic-policies-and-procedures/entrance-registration-process-priority>

**The committee reviewed the Priority Registration policy at our November 2023 meeting. The committee did not make any change to the current policy.**

## 4. Termination of Enrollment <https://provost.charlotte.edu/policies-procedures/academic-policies-and-procedures/termination-enrollment>

**The committee reviewed the Termination of Enrollment policy at our February meeting. The committee did not make any change to the current policy.**

***We were also requested by the Commencement Committee to review proposed revisions to the Commencement and New Student Convocation Faculty Attendance policy. The revisions are necessary as the New Faculty Convocation ceremony will be replaced by a New Student Welcome event. However, we did not get this request until the first of April. The committee's next meeting would be after the last Faculty Council meeting, so the committee decided to defer our evaluation of the revisions until the 2024-2025 academic year.***

## 4. Faculty Advisory Library Committee (FALC)

### FACULTY ADVISORY LIBRARY COMMITTEE (FALC)

ANNUAL REPORT 2023-2024

PREPARED BY

**Julio Bahamón** – Director, Graduate Certificates Program (AAI & GDD)  
Associate Teaching Professor  
[Committee Chair]

#### COMMITTEE MEMBERS

Anne Cooper Moore, Atkins Library  
Steve Weiter, Atkins Library (January 2024)  
Elizabeth Siler, Atkins Library  
Julio Bahamón, College of Computing & Informatics  
Robin Witt, College of Arts & Architecture  
Cathy Howell, College of Education  
Brett Tempest, College of Engineering  
Cheryl Kane, College of Business  
George Shaw, College of Health & Human Services  
Peter Ferdinando (*Alternate*), College of Liberal Arts & Sciences  
Carrie Wells, College of Liberal Arts & Sciences  
Mark West, College of Liberal Arts & Sciences  
Joe Wholey, Student Government Association

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The Faculty Advisory Library Committee (FALC), which convened on September 26, 2023, for the 2023-2024 academic year, appointed Julio Bahamón as chair. The Committee included the above-listed members and the Dean of the Libraries, Anne Cooper Moore. FALC met 7 times on one Tuesday of each month from 1:30-2:30 p.m. in an online format via Zoom. With virtual participation and two face-to-face meetings for an Area 49 Presentation and a Special Collections and University Archives tour (both located in the library), attendance was excellent. If the primary representative was absent, the alternate attended.

We were able to get new members acquainted with committee processes. At each meeting, the Dean provided announcements about personnel, facilities, budget, advancement/fundraising, and service changes within the library to keep the committee updated.

The topics covered during the year were:

- [Atkins Year In Review](#) (Becky Croxton) (September 26, 2023)  
Textbooks (Liz Siler and Jeff McAdams, Erika Boardman)

- [Textbook Affordability at Atkins Library](#)
- Niner Coursepack Experience Discussion
- [Instruction and Research Support](#) (Ryan Harris) (October 19, 2023)
- Special Collections and University Archives Tour (Dawn Schmitz) (November 28, 2023)
- [Student Engagement Committee Background and Activities](#) (Olivia Patterson, Christin Lampkowski) and [Open Access Policy](#) (Jeff McAdams, Savannah Lake) (January 23, 2024)
- Neurodivergent Study--[Experiences of Neurodivergent Students at Atkins Library](#) (Jon Moore) and Copyright (Arnetta Girardeau) (February 20, 2023)
- [Area 49 Presentation](#) (Beth Caruso, Christin Lampkowski, Thomas Crocker) (March 19, 2024)
- Accessibility Initiatives (Beth Caruso) (April 23, 2023)

### Highlights

- [UNC Charlotte receives library Excellence Access & Diversity Award](#)
- Black Librarianship Project
  - [School Library Journal](#)
  - *featured on* [Good Morning America 3](#)
  - [Library Journal](#)

### Projects

- [Library Idea for Upcoming Capital Campaign](#)

The most engaging in person sessions were the visit to Area 49 on March 19, 2024 and the Special Collections and University Archives tour on the 10th floor, in the Dalton Reading Room on November 28, 2023. Both visits were very informative and enlightening. It inspired faculty to start or continue bringing their students to the library to use the resources available for their courses.

Dean Anne Cooper Moore retired from the University at the end of the 2023 fall semester; however, not without providing an exceptional foundation for Interim Dean, Steve Weiter to follow and maintain until a new dean is selected. Dean Moore provided outstanding service to Atkins Library and the University. During Atkins Library's annual holiday event, library employees were able to thank Dean Moore for her phenomenal leadership and dedication and wished her well in future endeavors.

During the year the committee received superb support from Dean Moore and Interim Dean Steve Weiter and colleagues. The committee praised the Atkins staff for providing outstanding service to the entire University.



## 5. Faculty Advisory Summer Sessions Committee (FASSC)

Annual Report 2023-2024

April 2024

Professor Heather Coffey, Chair

Over the 2023-24 Academic Year, the Faculty Advisory Summer Sessions Committee met three times and focused on the following three goals:

### Student Success Initiatives

- i. What do students want in a summer course?
- ii. How does access to summer school classes impact time to completion and student debt?
- iii. In order to find the answers to these questions, we developed a [survey](#) and sent it to the student body. As of mid-April, we had over 400 responses.

We engaged the Summer School staff in the School of Professional Studies to build a more accessible toolkit for department leaders on effectively planning for summer school and for new faculty on understanding summer policies. We engaged with the following questions:

- iv. How do we make this toolkit/FAQs more accessible?  
Building tutorials with instructional designers? Meeting with Kory and Tiffany
- v. On the summer website, we already have tips and how to calculate summer salaries.
- vi. Confusion around TA salaries for ½ term vs. full term courses.
- vii. More specification around summer school policy related to the 5 week vs. 10 week courses. Kory created an FAQ for TA/GA questions related to this question/concern.
- viii. The schedule builder is different in every department/college. As a member of this committee, could we reach out to the summer liaison to find out what would be helpful.

- ix. Kory to share college liaison information with Heather/committee

We reviewed the new tuition structure for summer school for better understanding of potential for faculty raises.

- x. Recommendation in past was made to raise the cap for full time faculty. Concerns about equity for faculty who are not full time and are already paid at lower rates.
- xi. We are currently paid based on revenue for summer courses.
- xii. New funding model. Previously only online summer courses received state appropriations. If we increase overall summer school numbers/could we increase state appropriations.
- xiii. Asher to request an update on new model for appropriations. Still awaiting this model
- xiv. How might we raise the cap from \$8-9K for everyone for the sake of equity.

## 6. Faculty Employment Status Committee (FESC)

### **Annual Report for 2023-2024**

The Committee did not meet this year due to the absence of agenda items. The Committee awaits the Office of Academic Affairs' draft of the updated Faculty Workload Policy to align with the system-level changes approved by the UNC Board of Governors in July 2023.

## 7. Faculty Information & Technology Services Advisory Committee (FITSAC)

[No report submitted for 2023-2024.]

## 8. Faculty Legacy Scholarship Committee (FLSC)

### Annual Report 2023-2024

Faculty Legacy Scholarship Committee Final Report.

Members of the committee were selected. 25 candidates were selected and contacted via email, inviting them to make applications for the scholarship. No applications were submitted.

Respectfully,

Warren DiBiase,  
Chair

## 9. Faculty Research Grants Committee (FRGC)

### 2023-2024 Faculty Research Grants Committee Report

**Chair:** Jessamyn Moxie, PHS (elected)

#### **Arts and Humanities (AH)**

Fall:

Kim Jones, COAA

Pilar Blitvich, CHESS

Tyler Cline, LIB

Kim Looby, LIB

Dina Schiff Massachi, CHESS

Spring:

William Sherman, CHESS

David Gall, COAA

Dan Dupre, CHESS

#### **Social Science, Business, Health, Education (SBHE)**

Fall:

Job Chen, CHHS

Cindy Gilson, COED

Lina Zhou, COB

Apryl Alexander, CHHS

Katherine Alexander, CRE

Spring:

Virginia Walker, CATO

Jennifer Webb, CHESS

Vaughn Schmutz, CHESS

Lisa Schulkind, COB

#### **Science, Technology, Engineering, Mathematics (STEM)**

Fall:

LaVerne Ellerbe, CRE

Rosario Porrás-Aguilar, COS

Loc Nguyen, COS

Chao Wang, CCI

Praveen Ramaprabhu, MEES

Yong Zhang, ECE  
Stacy Leotta, CRE

Spring:  
Wenwu Tang, CHESS  
Millind Khire, COE  
Weimin Wang, COE  
Qiang Zhu, COE

The primary function of the FRG Committee is to solicit Faculty Research Grants and then to evaluate and select grants for funding. Dr. LaVerne Ellerbe was in her second year as the Director of the Center for Research Excellence at UNC Charlotte, with a new support staff position. We have added an option for new faculty to re-submit rejected proposals in the spring, and for spring cycle (recommend, recommend contingent upon revisions, not recommend funding). There was also an inaugural spring mentoring program (with a total of 15 mentors) to increase capacities of new faculty, with 2-3 new faculty members paired with a faculty mentor. The mentoring program included workshops (e.g. setting up proposals in Niner Research) and materials housed on a Canvas site. Of the 25 faculty who submitted in the second application cycle, all except one had gone through the mentoring program.

In the current cycle, the committee awarded **\$473,507**. Details of the distribution of FRGs across colleges and departments are provided below:

Fall 2023 Program (77 proposals):

AH: 12 awards; funds disbursed: \$119,945  
[19 proposals submitted]

SBHE: 8 awards; funds disbursed: \$95,910  
[19 proposals were submitted]

STEM: 22 awards; funds disbursed: \$199,958  
[37 proposals were submitted]

Spring 2024 New Assistant Professor Resubmission Program (25 proposals):

5 AH proposals were submitted and awarded \$8,000.

8 SBHE proposals were submitted and awarded; funds disbursed: \$23,600.

13 STEM proposals were submitted and awarded; funds disbursed: \$50,200.

**FRG Proposals Funded by College and Department**

<b>College</b>	<b>Contact PI Department Name (PD)</b>	<b>Count</b>
BUS	Marketing	1
<i>BUS Total</i>		<i>1</i>
CA&A	Art & Art History	1
	Dance	2
	Music	2
	Theater	1
<i>CA&amp;A Total</i>		<i>6</i>
CCI	Bioinformatics and Genomics	1
	Computer Science	2
	Software & Information Systems	1
<i>CCI Total</i>		<i>4</i>
COED	Counseling	1
	Special Education & Child Development	1
	Educational Leadership	2
<i>COED Total</i>		<i>4</i>
CHHS	Applied Physical Health & Clinical Sci	1
	Public Health Sciences	3
	School of Nursing	2
	School of Social Work	1
<i>CHHS Total</i>		<i>7</i>
CLAS	Africana Studies	2
	Anthropology	1
	Biological Sciences	2
	Chemistry	3
	Communication Studies	1
	Criminal Justice and Criminology	1
	Geography and Earth Sciences	2
	History	4
	Languages and Culture Studies	1
	Mathematics and Statistics	2
	Physics and Optical Science	2
	Political Science & Public Admin	1
	Psychological Science	1
	Sociology	2
Writing, Rhetoric, Digital Studies	1	
<i>CLAS Total</i>		<i>26</i>
ENG	Engineering Tech & Construction Mgmt	2
	Mech Engineering & Engineering Sci	1
	Systems Engineering & Engineering Management	1
	Electrical & Computer Engineering	1
<i>ENG Total</i>		<i>5</i>
<b>Grand Total</b>		<b>53</b>



## 10. Faculty Scholarship of Teaching & Learning Grants Committee

### Faculty Scholarship of Teaching & Learning Grants Committee 2023-2024 Annual Report

1. The members of SOTL:
  - a. Chair, Susan Arthur (APHCS, CHHS)
  - b. COAA - JB Burke (ARTH), alternate Marissa Nesbit (DANC)
  - c. COB - Matt Metzgar (ECON), alternate Bill Sofsky (ACCT)
  - d. CCI - Abbe LaBella (BINF), alternate Denis Machado (BINF)
  - e. COED - Gloria Campbell-Whatley (SPCD), alternate Sandy Rogelberg (REEL) -
  - f. COE - Regina Vrikkis (MEES), alternate Mariya Munir (CEE)
  - g. CHHS - Rob Cramer (PHS), alternate Alicia Dahl (PHS)
  - h. CLAS (College of Science) - Kathy Asala (CHEM), alternate Paloma Fernandez Sanchez (LACS)
  - i. CLAS - Danielle Boaz (AFRS), alternate Javier Garcia Leon (LACS)
  - j. CHESS (College of Humanities & Earth and Social Sciences - Amanda Pipkin (HIST), alternate Kent Brintnall (RELS)
  - k. Jenna Rinalducci (LIB), alternate Becky Croxton (LIB).
  - l. CTL (non-voting): Jordan Register and Jules Keith-Le
2. June 12, 2023 and September 20<sup>th</sup> Susan Arthur met with CTL Jules Keith-Le, Jordan Register, and Kiran Budrhani to discuss the rubric and the process of the review.
3. Committee met on October 2<sup>nd</sup> for a pre-meeting to discuss the rubric and how to submit the scores.
4. Applications were due on 10/2. 16 grants were reviewed. The scores were submitted by Friday October 15<sup>th</sup>. The committee had 2 weeks to review the submissions.
5. The committee met on Friday October 20<sup>th</sup> from 1-4:00p in person to determine awards and amounts.
6. Awards notifications were on 11/1 and funds administered on 11/30.

Submitted by: Susan Arthur, SOTL Chair APHCS 4/24/24

## 11. Faculty Welfare Committee (FWC)

### Annual Report 2023-2024

Date: April 25, 2024

From: Chair Nicole Peterson

The faculty welfare committee in 2023-2024 met monthly to identify and address a variety of issues. We also continued the efforts of the previous FWC to share a resource guide for existing policies and procedures for faculty at UNC Charlotte regarding “unacceptable actions,” including actions included sexual harassment, discrimination, bullying, retaliation/retribution, hostile workplace, and microaggressions.

1. **Shared the 2022-2023 resource guide:** We received feedback on these from legal affairs, and shared more broadly in fall 2023 when we advertised our town hall meetings:

We also want to share a resource developed over two years, originally by Heather Freeman and the 2021-2022 Faculty Welfare Committee, that gives suggestions for handling faculty issues like harassment, bullying, discrimination, and other concerns (both a short guide, and a more detailed guide are below) - these have been reviewed by Scott Deyo (ombudsperson) and the legal office on campus for accuracy.

Short version:

<https://docs.google.com/document/d/1omIb3Wd564MBHLQ3tHpqsRmqPHOGq33xXY5fII4Re10/edit?usp=sharing>

Long version:

<https://docs.google.com/document/d/1zALxsPhnTTrXPTtsb6a8Ps4b9-cOR3c2lRpsvUsocxo/edit?usp=sharing>

2. **Faculty welfare town halls:** zoom town hall discussions focused on faculty wellbeing for an opportunity to discuss challenges faculty have faced as faculty at UNC Charlotte, as well as suggestions for improving faculty morale and welfare more generally.
  - a. We scheduled and held town halls for different groups of faculty, as well as an anonymous form for additional feedback:
    - i. Full time, non-tenure track faculty at 7-8pm, Monday Oct 30:
    - ii. Part time/adjunct, non-tenure track faculty at 6-7pm, Thursday Nov 2 (in collaboration with the part time faculty committee, headed by Kim Buch)
    - iii. Tenure track faculty, untenured, at 7-8pm, Wednesday, Nov 1:

- iv. Tenure track faculty, tenured, at 7:30-8:30pm, Thursday Nov 2:
- v. If you are unable to join us for a live town hall, you can still provide feedback anonymously and confidentially through this form (this differs from other faculty surveys, like COACHE in asking about specific concerns)
- b. We analyzed our notes and the form responses to identify key themes and concerns.
  - i. Slideshow of results, presented to executive faculty council in November, 2023: [https://docs.google.com/presentation/d/1O-U4NvkvnYUNj-aNwbUKS94Lpd\\_5wqAJogmimN8bjHw/edit?usp=drive\\_link](https://docs.google.com/presentation/d/1O-U4NvkvnYUNj-aNwbUKS94Lpd_5wqAJogmimN8bjHw/edit?usp=drive_link)
  - ii. Video of this slideshow: [https://drive.google.com/file/d/1WW6yh5g5aN4TfBxdCH5ZE0belwpUzpu9/view?usp=drive\\_link](https://drive.google.com/file/d/1WW6yh5g5aN4TfBxdCH5ZE0belwpUzpu9/view?usp=drive_link)
- c. We also used these results to create survey questions for faculty; we were unable to complete this in 2023-2024
- 3. Our third priority was to investigate the possibility for **childcare** at or through the university. We collected more details from campuses like UNCCH and NCSU about the financial and legal aspects, and convened a working group to develop a proposal for childcare, shared in April 2024 with Faculty Council Chair, Xiaoxia Newton.
  - a. Proposals: [https://docs.google.com/document/d/1\\_dLHlCxiH4xkqT8FxQzLsQRaOevRHP7KpU\\_JJxveQng/edit?usp=sharing](https://docs.google.com/document/d/1_dLHlCxiH4xkqT8FxQzLsQRaOevRHP7KpU_JJxveQng/edit?usp=sharing)
  - Data on comparable campuses: <https://docs.google.com/spreadsheets/d/1z3vPSUjwZHu4Py3IV4i7X6HGAYc4tdB8jGQ4Z7t4AYM/edit?usp=sharing>
  - Slides from Spring 2023 here: [Childcare support](#)
- 4. **Professional faculty:** we also continued to look at concerns around professional (lecturer) faculty, who lack representation, with special attention to their representation on the Special Faculty Council in Belk College. Suggestions for improved representation more broadly (college or university levels):
  - a. **Council** rather than committee- graduate and staff councils as well. Nuance matters! Has autonomy and some power.
    - i. Elected by professional faculty, who also make bylaw changes
    - ii. Reps from each department and a floating at large member (7 members)
    - iii. Policies and procedures developed and revised over time ( developed bylaws parallel with tenure track policies)
    - iv. Advisory role to Dean
  - b. Terms: “Non-Tenure Track” - no one wants to be called “non” or “special” - term at state level - **professional faculty** bubbled up to top.
  - c. Shared these suggestions in a meeting with Faculty Council Chair, Xiaoxia Newton
- 5. **Workload recommendations:** given revisions of these, we used the information from our town halls to propose revisions to these. Provost Troyer shared these with college deans to help with their subsequent revisions. Available here:

<https://docs.google.com/document/d/1hL4cIOuhM5CTJ9cRTVwsKAiQYM89YSrxMceqCiuFnkg/edit?usp=sharing>

6. **Gender inclusive bathrooms** - we heard about some issues with maintenance of these, as well as long lines for relatively few bathrooms in some parts of campus. We contacted administrators through the Title IX office and received information about how they are maintained and that the issues had been addressed (Feb-March 2024).
7. Several members of the committee have an interest in continuing their participation, despite rolling off as elected representatives, and we hope they would be welcomed by the incoming chair.

**Meetings** (on zoom): September 18, October 16, Nov 20, Jan 25, Feb 22, March was via email due to illness, April 25.

## 12. Graduate Council (GC)

### MEMORANUM

To: Dr. Xiaoxia Newton, President  
UNC Charlotte Faculty  
From: Dr. Concepcion Godev, Chair of Graduate Council  
Date: May 6, 2024  
RE: Report on Graduate Council Activities for 2023-2024

The Graduate Council held one organizational meeting and nine business meetings for the 2023-2024 academic year. During the academic year, the Council accomplished the following tasks:

1. approved the following proposals originating from the Graduate School:
  - 1.1. MA and Dissertation Committee Chair Training Course
  - 1.2. Minor Editing to the Policy on Graduate Student Parental Leave
  - 1.3. Proposal to Amend the Termination Appeal Policy
2. approved changes to Curriculog forms for new courses, course revision, and special topic courses on how to handle syllabi.
3. reviewed 230 proposals: 138 proposals (reviewed only by the Graduate Council Chair) were revisions of existing programs or courses; 92 were new proposals (reviewed by the Graduate Council).
4. set up a sub-committee (Dace Brown, Stephanie Moller, Chair, Jake Smithwick) to conduct the annual performance review of the Interim Dean of the Graduate School.
5. started the process of reviewing and revising the Bylaws of the Graduate Faculty.
6. provided feedback to the Provost on the next steps relevant to the position of Dean of the Graduate School.

The minutes for all meetings of the Graduate Council are available on the Academic Affairs website at the [Graduate Council web site](#). These minutes give complete accounts of our proceedings.

## 13. Grievance Committee

### Grievance Committee

#### 2023-2024 Annual Report

The Grievance Committee should consist of 12 elected members who serve staggered 4-year terms. Due to only one vacancy, the Committee had 11 members this year. Those members were: Robert Cramer, Oscar De la Torre Cueva, Jay Grymes, Stephen Hancock, Matthew Parrow, Monica Rodriguez, Teresa Scheid, Mohamed Shehab, Dorothy Smith-Ruiz, Aaron Toscano, and Lufei Young.

The Committee convened on September 26, 2023, to elect a new chair. Dr. Aaron A. Toscano was elected. The Grievance Committee never convened again after that first meeting. The Committee did not receive any petitions this year.

The UNC System Office made changes to the Procedures for Resolving Faculty Grievances, and the Office of Legal Affairs and Office of Academic Affairs made revisions to comply with the System Office changes. The changes were then brought to the Faculty Executive Committee and Faculty Council for consultation only (see [Memo 6c of the March 28, 2024](#), Faculty Council meeting). The newly established UNC System Policy 101.3.1.3[R] "Regulation on Grievances Filed Pursuant to Section 607 of the Code" revised the Faculty Grievance Procedures. Specific changes for "narrowing and refining the scope of the grievance procedure" can be found above on the link to Memo 6c.

## 14. Hearing Committee

### Hearing Committee Annual Report 2023-2024

April 12, 2024

The Hearing Committee convened in Sept 2023, at which time Dr. Charlie L. Reeve was elected as Chair for the academic year. As of the date of this report, the committee received no requests, questions, or cases, and thus has not met again during the 2023-2024 academic year. Six members are scheduled to rotate off the committee this year; six faculty members from across the university volunteered to stand for election to fill those vacancies.

Cordially,

Dr. Charlie L. Reeve

Professor of Psychological Sciences

## 15. Honors Council

### Honors Council Annual Report 2023-2024 Submitted by Cindy Gilson, Chair

April 23, 2024

The full Honors Council met September 8, October 13, November 10, and December 8 in 2023 and January 12, February 9, March 22, and April 12 in 2024 to handle matters related to the governance of Honors programs at UNC Charlotte. In addition to these full meetings, the members of the three standing committees of the Honors Council (Honors Faculty Review Committee, Honors College Dean and Associate Dean Evaluation Committee, and Honors Curriculum Committee) and one ad hoc committee (Equity Audit Ad Hoc Committee,) met to conduct their assigned responsibilities.

Elected Honors Council representatives for 2023-2024 were: Cindy Gilson (COED- Chair), Dylan Savage (COAA), Carol Stivender (COB), Jake Lee (CCI), Cathay Blat (COE), Deborah Beete (CHHS), Ashli Stokes (CHESS), Sandra Clinton (CHESS), Susan Trammell (COS), Pilar Zuber (PHS/At-large), and Abigail Moore (LIBRARY/At- Large, UHP). In addition, Alex Toback (student representative), Malin Pereira (Dean, Honors College), Jeffrey Leak (Interim Associate Dean, Honors College), and Colette Chenault (Administrative Support Associate) attended the Honors Council meetings.

Members of the Honors Faculty Review Committee included Pilar Zuber (Chair), Cathy Blat, and Carol Stivender. The Honors College Evaluation Committee included Sandra Clinton (Chair), Dylan Savage, Alex Toback, Jack Lee, and Ashli Stokes. The Honors Curriculum Committee included Abby Moore (Chair), Deborah Beete, and Jeffrey Leak.

Major Activities, 2023-2024:

1. The Honors Council made multiple updates to our Policy Manual and Bylaws. In part, these changes were made due to the restructuring of the Honors College as an official college and upward trending growth of the honors student body. Example changes are listed below:
  - a. The *Bylaws* were updated to reflect a change of 11 members to 13.
  - b. *Honors Faculty Definition and Criteria* document was updated (e.g., Executive Director was changed to “Dean”; List of faculty ranks were updated to reflect



what is included in the Academic Policy and Procedure; updated the language to reflect the current practice of self-nomination in addition to department chair nomination).

- c. *Structure and Election Process for Honors Council* was updated to promote more equitable access to serving on the Council. We emailed the Honors Council ballots as appropriate to all Honors Faculty.
2. Colette Chenault, the Honors College Administrative Support Associate, continued to enhance the organization of the Honors Council materials by utilizing Google Drive folders which has made information more accessible to members. Additionally, she updated the Google Form for Honors Faculty to be nominated or self-nominate, which made the process more streamlined.
3. The Honors Council reviewed 15 course proposals and 4 program revision proposals. The Council collaborates with Program Directors to make improvements, and we ensure consistency of programmatic rigor and robustness across the University.
4. The Honors Council also reviewed and made recommendations regarding faculty applications for appointment or renewal as Honors Faculty, again ensuring consistency across campus. There were 58 applications in total (38 were new applications, 15 renewal applications, and 5 auto-adds [program directors]). This is the most new applications to date.
5. The Evaluation Committee disseminated a Google Form for evaluations of the Dean and Interim Associate Dean of the Honors College. Members of the Evaluation Committees invited input from the various stakeholders in this process. At each Honors Council meeting, members provided feedback to Dean Pereira and Interim Associate Dean Leak about their accomplishments or major events within the Honors College.
6. The College of Liberal Arts and Sciences (CLAS) has been split into the College of Humanities & Earth and Social Sciences (CHESS) and the College of Science (COS). The Honors Council now has two members representing CHESS, each representing a set group of departments, as defined by the Faculty Council. We also held a special election to ensure representation for COS on the Council, as we did not have a representative due to the nature of how the CLAS departments were split.
7. Our student representative updated the annual student survey to better align with the Honors College's mission, vision, and core principles. He disseminated the survey to all

Honors Students, analyzed the results from 110 completed surveys, and presented the findings to the Honors Council. The majority of the responses were positive and feedback was welcomed to inform future programming updates.

The final evaluation letters for the Dean and Interim Associate Deans will be completed by the University deadlines, the Honors Council elections are in progress or have been completed, and the Faculty Review Committee is currently finalizing their recommendations that will be presented to the Dean. Otherwise, we completed all planned activities for the 2023-2024 academic year and have no unfinished business.

Respectfully submitted,

*Cindy M. Gilson, Ph.D.*

Honors Council Chair  
Associate Professor of Gifted Education  
Cato College of Education

## 16. Nominations, Honors, and Awards Committee (NHAC)

### Annual Report 2023-2024

The Nominations, Honors and Awards Committee combines the functions of three sub-committees: the O. Max Gardner Award sub-committee (spearheaded by Ms. Jen Knight), the Honorary Degree Advisory sub-committee, The Chancellor Woodward Award, and the Faculty Governance Elections sub-committee (actively steered by Mr. Matt Wyse).

We are thankful of the support of Office of Academic Affairs and specifically, of the guidance and work of Mr. Wyse who helped the committee as it sought to sustain timely meetings and ensure that it meet the expectations of its charge as they are articulated in the by-laws. The Chair communicated on numerous occasions with Mr. Wyse and outside of the committee meetings in the hope that the committee would guarantee suitable candidates to be honored with the three awards.

#### **The Work This Year:**

The NHAC met several times via Zoom and communicated on documents via google docs. Two of these zoom meetings were of the whole group and the other total five or seven times were of the subcommittees assigned at the beginning of the academic year when the Committee first assumed its charge in the Fall. The O. Max Gardner sub-committee met twice in the Spring.

We first met early in the Fall to plan the year's work. At that meeting we agreed on the compositions of the three subcommittees that would eventually help determine the suitable representatives of the faculty from which to choose the final candidates for the relevant awards. The subcommittee memberships were established to alleviate the workload of the committee of the whole and thus also share the task equitably.

The chair met with the members of the three sub-committees (twice in the case of the O. Max Gardner Award and once each for the Honorary Degree and the Woodward Awards). We elicited responses from Deans/Chairs across the University. On the way to the designation of the finalist for each of the Awards, the Chair maintained an open line of communication with the members of the various subcommittees by e-mail and through the intermediary of Mr. Wyse. The whole committee met for the last time this academic year on April 19, 2024. The activities of these groups to date are described below.

### O. Max Gardner Award

The call for nominations for the O. Max Gardner Award went out shortly after the working group met. The committee kept up with the expected deadlines. It received and accepted the nomination of Dr. Mark West, Professor of English and affectionately dubbed the contemporary academic “Mr. Rogers” for his works on Literacy, Children Literature and University-Community partnerships. The sub-committee has established the contours of the nomination letter that University Council Faculty Past-president, Dr. Susan Harden will forward to the Offices of the Chancellor and Academic Affairs by the 15<sup>th</sup> of May 2024. The sub-committee for this award consisted of Frances Ferrante-Fusilli, Susan Harden, Eddy Souffrant, Catherine Tingelstad, Jill Yavorsky.

### Honorary Degree

The Honorary Degree Advisory sub-committee and Mr. Wyse distributed a call for nominations and the members met in the early part of the Fall to discuss whether the nominees received from the University Community met the criteria established by the UNC Charlotte administration and the Board of Trustees. An honorary degree report on the committee’s recommendations regarding the nominees was sent to the Chancellor in the Fall of 2023. The University has not yet announced the nominees but the sub-committee, consisting of E.E. Balcos, Susan Harden, Jen Munroe, Eddy Souffrant, Justin Webb, concurs that the candidates range from Civil Rights and Peace Activist to Business icon and philanthropist, and an Energy Executive and former alumnus.

The recipient(s) of this honor will receive the degree of Doctor of Public Service honoris causa in large part because that person has expressed in actions and words a deep commitment to the University in many ways and is ultimately vested in improving the students’ experience at UNC Charlotte.

(As of the day of this report, the Honoris Causa had not been officially announced.)

### Chancellor Woodward Award for Junior Faculty

In March 2024, the NHAC sub-committee was tasked by the Faculty Council President to consider making the fifth Woodward award. The award recognizes a junior faculty who has shown extraordinary promise in their research. In March 2024, the subcommittee charged with this task (Jackie Chattopadhyay, Alex Smirnov, Eddy Souffrant, Heather Taylor) selected Sharon Watson (Anthropology) of the now constituted CHESS.

Dr. Watson does innovative work at the intersection of International affairs and responsible anthropology.

### Faculty Governance Elections

The working group for the faculty governance elections with support of Mr. Wyse's call for the university-wide 2024-2025 Faculty Governance Positions. Mr. Wyse distributed the ballot on February 2, 2024. The nominations deadline was March 29, 2024. The Voting opened April 9, 2024, and ended on April 19, 2024, at 5:00 P.M.

The results were announced at the University Faculty Council meeting of the April 25, 2024.

Respectfully submitted on April 19, 2024.

Eddy Souffrant,

Professor of Philosophy, Inaugural ADVANCE FADO Fellow, Affiliate of the Center for Professional and Applied Ethics and Chair of the Africana Studies Department.

NHAC Chair 2022-2024

## 17. Part-Time Faculty Committee

### PT Faculty Committee Annual Report

**AY 2023-24**

**Kim Buch, Chair; Lane Rhodes; Luc Setzer, Angelina Brooks**

This committee met regularly via zoom during the AY. Below is a summary of activities and accomplishments.

1. At our first meeting, we discussed how to share the results of the 2023 Compensation Study more broadly, and to continue to raise awareness about faculty compensation inequities. We also discussed what topics we'd like to take up this year as new business.
2. We met with the Chair of the Faculty Welfare Committee, Nicole Peterson, and identified overlapping issues of concern. We agreed to partner with them on their Town Halls held during Fall semester to elicit input from faculty. We co-hosted a separate town hall meeting solely for part-time faculty, recorded their concerns, and shared it with the Faculty Welfare Committee. We will continue to work with them as the results of the faculty survey they are currently completing will guide actions and remedies next academic year.
3. We met with the Chair of the local chapter of AAUP, Leah Walton, and identified overlapping issues of concern. One of their platforms this year focuses on quality of work life and equity issues for part-time faculty. They have requested to partner with us on this work.
4. We presented our 2023 Compensation Study findings to the AAUP Executive Committee on April 23, 2024.
5. We worked to re-invigorate the committee and discussed ways in which it can better represent the needs of and advocate for the PT faculty. We plan to continue this work in the AY 2024-25.

## 18. Undergraduate Course and Curriculum Committee (UCCC)

### Annual Report 2023-2024 for the Undergraduate Course and Curriculum Committee

The Undergraduate Course and Curriculum Committee (UCCC) handled all their proposals via email correspondence and in Curriculog. The committee met virtually on September 19, 2023, to demonstrate Curriculog to members of the UCCC. After this introductory meeting, we did not meet in person or via zoom during Fall 2023 or Spring 2024. The committee reviewed 12 curriculum proposals covering the following types: new degree program, new minors, program inactivation, and program revision. The committee chair reviewed a significant number of Curriculog proposals totaling approximately 400.

Submitted on 4/11/2024 by Paola Pilonieta, Chair

## 19. University College Faculty Council (UCFC)

### Annual Report 2023-2024

UCFC was extremely busy this academic year (2023-2024) due to our role in providing governance and oversight of the 2023 General Education implementation. In a normal academic year, this council meets once a month and often skips a month if there is no business for the council to examine. However, the council met every two weeks during the 2023-2024 academic year. The most important actions made by the committee included:

1. The creation of a group, drawn from members of this year's University College Faculty Council (UCFC), called the Institute of General Education and Assessment (IGEA). IGEA members then led small workgroups, also made up of UCFC members, to build out key components of a new University College Faculty Council that aligned with the needs of the new Gen Ed. These areas included:
  - a. Revising the "charge" given to UCFC by UCOL / UGE
  - b. Creating bylaws that define the relationship between UCFC and UCOL as well as the processes by which UCFC accomplishes its tasks.
  - c. Creating new mission, vision, and value statements for how UCFC cultivates and supports the ideals and needs of the new Gen Ed
  - d. Developing communications designed to inform faculty about the new Gen Ed as well as to encourage buy-in from faculty across the university
  - e. Rethinking how the university addresses the delivery of "Oral Communication"
2. Studying, evaluating, and approving the last of the Charlotte Core's four competencies, namely, Quantitative / Data (Q / D).
3. Studying, evaluating, and approving the Q / D competency and its assessment rubric
4. Examining an assessment pilot for the Critical Thinking Competency and offering recommendations
5. Studying the renaming of the "Intercultural Competency," creating some alternative terminology, offering our recommendations to Dean Walker and the Provost, and approving a new title – Engagement Across Perspectives.
6. Performed a review of the Dean of UCOL and Associate Provost of Undergraduate Education, Dr. Lisa Walker

The above represents our most important tasks, but it is not comprehensive. This council was extremely busy this academic year. Hopefully, the council will return to a more normal workload next academic year.

Respectfully submitted,

David A. Johnson

Chair, University College Faculty Council, fall 2021-spring 2024