SHARED GOVERNANCE EXECUTIVE COMMITTEE
MINUTES OF THE MEETING OF APRIL 8, 2013
3:30 P.M., UNA BOARD ROOM

The Shared Governance Executive Committee met at 3:30 p.m. on Monday, April 8, 2013, in the UNA Board Room. The following members were present: Mr. James B. Eubanks, Dr. Vagn K. Hansen, Dr. Marily B. Lee, Ms. Kekoria Greer for Mr. Will Riley, Dr. John G. Thornell, and Ms. Darlene Townsend. Dr. Brenda H. Webb, Chairperson, presided.

Call Meeting to Order

Chair Webb called the meeting to order.

Approval of the Agenda

Dr. John Thornell made a motion, seconded by Ms. Darlene Townsend, to approve the agenda. The motion was approved unanimously.

Report of the Chair

Chair Webb summarized the status of the following proposals: resignation and retirement dates, student copyright notice, Graphic Standards Guide, grading practices, environmental services promotion, faculty and staff computer administrative rights, and network and computer monitoring. Chair Webb reported that Dr. Cale, presidents of the three Senates, and she met to discuss ways in which the leadership of the campus could become proactive in coordinating plans and activities related to campus safety.

The SGEC discussed the importance of creating a task force, initiated by the Faculty Senate, to address campus safety. SGEC members offered several ideas for consideration in creating the safety focused committee including members of the task force should be carefully selected to include a broad spectrum of campus. It was pointed out that a Shared Governance Safety and Emergency Preparedness Committee exist
was seconded by Ms. Townsend that the ending date is a 5-year period. The motion passed unanimously.

Revision of Shared Governance Document

A subcommittee of the SGEC proposed a draft of the Shared Governance Document for approval. General edits including consistent language, mechanic corrections, language for clarification, and correction of titles, units, charges, etc. were noted. Shared Governance process changes included:

University Policy Change, page 3.

2. A. A written proposal is submitted to the SGEC. Upon receipt of a proposal, the SGEC determines if the issue affects only faculty or staff or students. Proposals, editorial in nature and not changing current policies, may be approved by the SGEC and sent directly to the President. If so, (Case 1) the SGEC sends the proposal to the respective Senates within 15 calendar days of receipt of said proposal, not counting University holidays and breaks as published in the University calendar, to consider. If the SGEC determines that input from a Shared Governance committee or committees is warranted, the proposal will follow Case 2 (below) with the provision that it will only be sent to the affected constituency's Senate(s). If the issue affects more than one constituency, (Case 2) the SG must determine which Shared Governance committee(s) or Senate(s) the proposal will be sent to and distribute the written proposal to that committee (and the appropriate Vice President within 15 calendar days of..

2. B. CASE 1: If the SGEC sends the proposal to the Faculty Senate or the Staff Senate or the Student Government Association Senate, that body constituent group in consultation with the appropriate Vice President(s) considers the proposal and sends resulting recommendation(s) to the SGEC Chair for referral to the President. In the event the appropriate body constituent group fails to act within …

University Policy Change, page 4

2. C. CASE 2: Upon receipt of a proposal, a given Shared Governance committee must, within 45 calendar days of receipt of said proposal, not counting University holidays and breaks as published in the University calendar,

   1) accept the proposal as is and send, with written comments/recommendations, to the SGEC Chair for referral to the Faculty Senate and/or the Staff Senate and/or the Student Government Association Senate (as directed by the SGEC) for action,

   2) accept the proposal with amendments. Both the original proposal and the amended version with written comments/recommendations are sent to the SGEC Chair for referral to the Faculty Senate and/or the Staff Senate and/or the Student Government Association Senate (as directed by the SGEC) for action, or

   3) reject the proposal and return it to the SGEC Chair for referral to the Originator with written comments/recommendations and send a copy to the SGEC, or

   4) notify the SGEC, via the SGEC Chair, that a study requiring additional time is necessary before a recommendation can be made and indicate a timeframe for completion of the study and recommendation.

Later in the text:

   1) Once the President has received the proposal and recommendations from the SGEC, he/she may communicate directly with the SGEC.

   2) Once a proposal has been accepted or accepted with minor modifications by the President, it may be implemented as policy. Significant modifications

must be returned to the SGEC. ~~he/she may implement it as an interim policy.
A new~~ ...

The SGEC approved these and additional edits which may be viewed in the attached document. The edits and proposed changes in the document will be forwarded to the three senates.

New Business

University Success Center Advisory Committee

Chair Webb discussed the proposal from Dr. Calhoun for the permanent appointment of a University Success Center Advisory Committee. Dr. Cale had suggested to Chair Webb that this committee's function lie outside of Shared Governance. Chair Webb brought the proposal to the table for discussion and affirmation. By consensus, the SGEC agreed that this committee is not within the Shared Governance structure as long as policies are not developed.

Food Services Committee Structure Change

Jim Eubanks proposed that the position of Operational Manager of Food Services be added to the SGEC Food Services Committee since this position is more involved with student interactions and the logistics of food services. Ms. Townsend made a motion and Dr. Thornell seconded the motion for this change to the committee structure. The motion passed unanimously.

Comments from Constituent Representatives

Staff Senate President Mr. James Eubanks announced the Staff Senate's next meeting on April 22, 2013.