

**UNIVERSITY OF NORTH CAROLINA SCHOOL OF THE ARTS  
FACULTY COUNCIL MEETING MINUTES  
May 20, 2009**

**Present:** Ellen Rosenberg, Dennis Booth, Trish Casey, Norman Coates, Michael Dodds, Henry Grillo, Pam Griffin, Renata Jackson, Leslie Kamtman, Janos Kovacs, Bill McCord, Geordie MacMinn, Joe Mills, Jeff Morgan, Eric Rimes, Christine Spizzo, Will Taylor, Bland Wade

**I. Approval of Minutes**

Minutes of the May 6, 2009 Faculty Council meeting were approved as amended.

**II. Library Update – Leslie Kamtman**

- Plans are in schematic design phase for new library facility
- Contract negotiations are in process for new architect, final approval expected soon.
- Faculty are encouraged to contact Vicki Weavil, Director of Library Services, if they have further input regarding library design
- Will keep campus community informed on progress and meetings
- Construction bids possible 2010; completion possible early 2012

**III. Election of Faculty Council Officers 2009-10**

- Chair: Ellen Rosenberg nominated and elected by acclamation
- Vice-Chair: Jeff Morgan nominated and elected by acclamation
- Secretary: Leslie Kamtman nominated and elected by acclamation

**IV. Standing Committee Reports**

**A. Educational Policies – Renata Jackson**

- Renata expressed concern that we do not yet have a definitive semester calendar.
- Council discussion followed.
- Norman suggested that the drivers of the switch to semesters (CAO, Registrar, EPC) provide the campus with a schedule of mile-markers and deadlines to follow. This would help ensure that all tasks that need to be done for the switch to semesters are accomplished.
- Renata will contact the office of the Register and CAO to discuss.
- Encourage faculty to be working on conceptualizing their courses by semester.

**B. Faculty Development – Bland Wade**

- No report.

**C. Campus Development – Pam Griffin**

- No report

**D. Faculty Welfare**

- No report

**V. Digital Course Evaluations Resolution**

- Renata Jackson read the proposed Resolution for Immediate Adoption of Digital Course Evaluations.
- Council discussion followed.

- Council should make every effort to ensure that the course evaluations include what the faculty think should be evaluated; faculty input into the design is essential.
- Questions were raised regarding whether an outside source could be used or whether an online course evaluation instrument could be designed in-house.
- Corrections and additions to the proposed resolution were suggested and discussed.

Amended Resolution for Immediate Adoption of Digital Course Evaluations:

*Whereas: the current budget reversions, anticipated recurring and nonrecurring cuts to the monies available to UNCSA are dire and have resulted in extreme budget cuts for ordinary and usual business; and*

*Whereas: faculty are under constraint to participate in student evaluations of courses; and*

*Whereas: both GA and SACS require ongoing course evaluation as part of the accreditation and evaluation process; and*

*Whereas: the Office of Institutional Research estimates a 50% reduction in yearly material costs alone.*

*Be it resolved, the Faculty Council of UNCSA strongly recommends to the Office of the CAO and to the Office of Institutional Research that the school immediately adopt an electronic student evaluation of courses*

*Be it further resolved that Faculty Council expects that the UNCSA faculty will have input into the design of the evaluation instrument.*

MOTION to accept the Resolution for Immediate Adoption of Digital Course Evaluations as amended. Motion unanimously approved.

#### **VI. Evaluation Documents for Senior Administrators and Deans**

- UNCSA General Counsel Julie Risher suggested a few changes to the documents
- Documents amended by Geri Cochran incorporating those suggested changes were emailed to Council members prior to meeting
- MOTION to include the amendments made by Julie Risher and Geri Cochran in the evaluation documents for senior administrators and deans (Evaluation of Senior Administrators and Evaluation of Administrators: Faculty Evaluation of Deans)

#### **VII. Beth Cox, Director of Human Resources**

- Update on furlough and 10 hours time off
  - No answer yet on how to handle the 10 hours for faculty
- Discussion ensued

- Encouraged faculty to ask questions via AskHR ([AskHR@uncsa.edu](mailto:AskHR@uncsa.edu)), or to email her directly. Answers to Frequently Asked Questions are posted every Friday on the UNCSCA Budget Webpage (<http://www.uncsa.edu/announcement/budget.htm>)
- Council also encouraged to take questions and concerns regarding the furlough issue to Faculty Assembly
- Evaluation Documents
  - Beth stated that she is very supportive of our efforts
  - Beth and Ellen met yesterday and discussed Beth's suggested changes to the evaluation documents
  - Beth went through the documents and explained her suggested changes to Council
  - Beth will amend the documents and highlight her suggested changes, then send to Ellen
  - Beth will also send templates of the job descriptions of the deans to Ellen
  - Ellen will send amended documents to Faculty Council for review

#### **VIII. Other**

Council commended the work of the Chair, other officers, and Faculty Assembly representatives this year.

**Meeting adjourned.**

Respectfully submitted,  
Leslie E. Kamtman