

**UNIVERSITY OF NORTH CAROLINA SCHOOL OF THE ARTS
FACULTY COUNCIL MEETING MINUTES
October 7, 2009**

Present: Ellen Rosenberg, Jeff Morgan, Trish Casey, Norman Coates, Brooks Whitehouse, Henry Grillo, Pam Griffin, Renata Jackson, Joe Mills, Christine Spizzo, Will Taylor, Bland Wade, Sean Sullivan, Paige Greason, Ben Furey

Regrets: Dennis Booth, Leslie Kamtman, and John Mauceri (*ex officio*)

I. Approval of Minutes

Minutes of the September 30, 2009, Faculty Council meeting were not yet available and will be submitted for approval at the October 21, 2009, Faculty Council meeting.

II. Standing Committee Reports

A. Faculty Development – Bland Wade

- Bland read from a memo received today from Scott Jenkins, Interim Chief Academic Officer, announcing that no monies will be available for disbursement from either the Mellon Faculty Development Fund or the Surdna Fund. A copy of the memo is attached as an addendum to the minutes.
- The Faculty Development Committee will meet before the end of October to begin investigating the availability of other grants as sources of funding. It was recommended that Suzanne Hilser-Wiles, Chief Advancement Officer attend this meeting.
- Faculty will be encouraged to apply for faculty development funds as usual to document need.

B. Campus Development – Pam Griffin

- Will meet October 28, 2009.

C. Faculty Welfare – Sean Sullivan

- Will meet October 28, 2009.

D. UNC Faculty Assembly – Henry Grillo

- Henry announced that he is serving on the UNC Faculty Assembly Governance and Faculty Development Committee.
- The Assembly was surprised to hear from President Bowles that “the faculty control” which and how upper-level administrators are granted “retreat rights” into teaching positions. Ellen volunteered to verify this and find out more. (Minutes approved with addendum on this matter. See attachment titled “Separation and Retreat Policy for Senior Academic and Administrative Officers.”)
- Assembly representatives at the October 2, 2009, meeting discussed the state’s Comprehensive Wellness Initiative and the state’s decision to opt out of certain federal HIPAA requirements regarding patient confidentiality. The State Health Plan will begin considering such factors as tobacco use and employees’ body mass index (BMI) in determining insurance premiums for employees covered by the Plan. Discussion followed regarding the surveying of faculty about their reactions to this change. See the attached minutes from the Faculty Assembly’s Governance and Faculty Development Committee meeting on October 2, 2009.

- For more information on the Comprehensive Wellness Initiative, Faculty Council representatives were encouraged to read the UNCSA Human Resources newsletter of October 2, 2009, beginning on page 4, and to urge their departmental colleagues to do same: <http://www.uncsa.edu/humanresources/forms/Newsletters/NEWSLETTER10-02-09.pdf>.

E. Educational Policies – Renata Jackson

- Discussed a new General Administration faculty workload survey (referred to by Henry in his Faculty Assembly report) as it relates to EPC’s work with the transition to a semester calendar and the resulting credit values assigned to the courses faculty teach.
- The work to transition current course offerings into a semester framework continues.

III. Chair’s Report – Ellen Rosenberg

- Reminded representatives of the BREATHE monies available through the Kenan Institute.
- Ellen will share letter regarding nominations for the O. Max Gardner Award. Faculty Council is the nominating body.
- The search committees for the Chief Academic Officer and the Director of Human Resources have been constituted. COO George Burnette is chairing the CAO search committee. Jim DeCristo is chairing the HR Director search committee. The full memberships of both committees were shared with the Council.
- Ellen reviewed the time-line for sending out the dean and senior administrator evaluations and announced that Scott Jenkins has suggested that all “fixed-term contract faculty” may be allowed to participate in the evaluations of their deans and of the COO and Chancellor this fall. There are three things that must happen before the dean evaluations can be sent out to faculty: 1) Each dean must prepare a statement for Item K on the evaluation, 2) Each evaluation form must be accompanied by the relevant dean’s official job description, but official job descriptions do not yet exist for some deans. Scott Jenkins is working on this, and 3) the Survey Monkey software fees must be paid for this academic year and will be soon.
- Kim Pauley in the Chief Academic Office has begun setting up a formal, documented process, with committee guidelines, for the Awards for Teaching Excellence nominations and selections.

Meeting adjourned.

Respectfully submitted,
Jeff Morgan, Vice Chair

University of North Carolina School of the Arts
Office of the Chief Academic Officer

1533 S. Main Street
Winston-Salem, North Carolina 27127-2188
phone 336.770.3262 | fax 336.770.3367
www.uncsa.edu



UNCSA

Date: October 7, 2009
To: Deans, UAMs, Ellen Rosenberg, Bland Wade
From: Scott Jenkins, Interim Chief Academic Officer
Subject: Faculty Development Funds
CC: Cindy Liberty, Kim Pauley

The Mellon Faculty Development fund has historically provided funding for faculty development through the schools and Faculty Development grants awarded by the Faculty Development Committee of Faculty Council. Unfortunately, this fund remained under water this past year due to the market. Consequently, it did not generate any spendable cash and, regrettably, there will be no funds available for allocation neither to the schools for faculty development nor to the Faculty Development Committee for Faculty Development grants this year.

The Surdna grant has provided funding for faculty reassigned time awards. Again, the fund remained under water this past year and did not generate any spendable cash. This means there will be no funds available to award Faculty Reassigned Time grants either.

We will be able to pay off any grants awarded last year so please calm any concerns in that regard. Thank you for your continued understanding and support as we navigate these difficult financial times.

Posted to Website: 01/11/2007

Separation and Retreat Policy for Senior Academic and Administrative Officers

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Introduction

All voluntary and involuntary separations from Senior Academic and Administrative Officer positions (as defined in The University of North Carolina Policy 300.1.1*) are subject to the following terms, consistent with Policy 300.1.6, adopted by the Board of Governors on March 21, 2003:

1. Application

This policy applies to all Senior Academic and Administrative Officers who leave their administrative positions on or after July 1, 2003. Any employment agreement between the University and a Senior Administrative Academic Officer entered into after that date must be consistent with the terms of this policy.

2. Retreat to a faculty position

An administrator who holds a concurrent tenured faculty appointment may return to that appointment with all the rights and responsibilities of faculty in the home department, unless a proceeding is initiated to discharge or demote the administrator from the faculty position.

- **Removal of Administrative Stipend:** If there has been an administrative stipend during the appointment, that stipend will be removed upon the termination of administrative duties.
- **Salary:** The salary will be determined (on a 9-month or 12-month basis, as appropriate for the department) commensurate with the salaries of comparable faculty members.
- **Time to Prepare for Teaching and Research:** At the Chancellor's discretion, the Chancellor may approve a reasonable period of time to provide an opportunity for the employee to prepare for teaching and research responsibilities. The reasonable period of time should be related to the time spent in administrative duties, but may not continue for longer than one year without approval of the Board of Trustees.
- **Pay During Teaching/Research Leave:** At the Chancellor's discretion, the Chancellor may approve full or partial administrative pay during the period of time allowed for the employee to prepare for teaching and research responsibilities.

3. Reappointment of an administrator without faculty retreat rights.

An administrator leaving a position that is categorized as "at will" has no claim to a position at the University; however, there may be circumstances in which assignment to another administrative or teaching position would be beneficial for both the institution and the employee. In these cases, the new salary should be appropriate to the assignment. If the supervisor proposes to pay the administrator his or her full administrative salary after moving the administrator to a position that would normally be lower paying, or if paid leave is to be granted, the agreement with the administrator must be approved by the Board of Trustees. This policy does not supersede any notice or severance pay required by Board of Governors' policy.

4. Separation from the University.

Minutes of the 10/2/09 Meeting of the FA [UNC Faculty Assembly] Governance and Faculty Development Committee

This meeting was convened by John Mattox (FSU) and Roy Schwartzman (UNCG) on 10/2/09 in the UNC GA Board Room from 1:00 – 2:30 pm. Minutes recorded by Mattox (FSU).

Present were:

John Mattox (FSU)
Roy Schwartzman (UNCG)
Colin Ramsey (ASU)
Marianna Walker (ECU)
John Dixon (ECSU)
Joseph Johnson (FSU)
Linda Florence Callahan (NCA&T)
Janis Oldham (NCA&T)
Charles Bodkin (UNCC)
Chet Jordan (UNCP)
Henry Grillo (UNCSA)
Bruce McKinney (UNCW)
Himanshu Gopalan (WSSU)
David Claxton (WCU)
Jonathan Livingston (NCCU alternate delegate) in place of Laura Onafowora (NCCU)

Committee members introduced themselves and spoke of their experience in faculty governance and of their interests and concerns regarding the potential work of the committee.

An explanation was requested for the Executive Committee's recommendation to combine in this committee the traditional governance and faculty development/benefits/welfare committees. Mattox & Scharzman related that the Executive Committee was concerned that two smaller committees may not accomplish as much as a single energetic committee. Also, they expected substantial overlap between faculty governance training objectives within a governance committee and faculty development interests within a faculty development/benefits/welfare committee. Committee members expressed a willingness to proceed as a single committee.

From 1:45 – 2:00 pm, we were joined by Ann Lemmon, GA Associate Vice President for Human Resources. Ann reported on the State Health Plan's Comprehensive Wellness Initiative (CWI). This initiative was mandated by the General Assembly (Session Law 2009-16). Starting 7/1/10, members who do not meet the requirements of the tobacco cessation component of this plan will have their insurance coverage degraded from the 80/20 Standard Plan to the 70/30 Basic Plan. Starting 7/1/11, the weight management component of this plan is scheduled to also go into effect. In order to implement this initiative, the State of NC has elected to exempt its State Health Plan from the HIPAA rules prohibiting discrimination based on health status related factors.

Committee members expressed concern about the legality of the CWI initiative. It was also pointed out that a maximum body mass index requirement could lead to people with large muscle mass being inappropriately classified as overweight.

A subcommittee was formed to investigate the CWI initiative further and report to the Committee and to the Assembly. The membership of the CWI Subcommittee includes Colin Ramsey (ASU), Marianna Walker (ECU), and David Claxton (WCU). Several other faculty members may also be invited to join the Subcommittee. Mattox (FSU) suggested that it would be possible to ask the Assembly Chair to declare this group to be a taskforce if it becomes apparent that it would be appropriate to include participants who are not FA delegates.

Mattox (FSU) explained that the Assembly Bylaws mandate that he must be an ex-officio member of the Governance Committee as the Assembly Parliamentarian, and therefore, he is not eligible to be the committee's chair. Bruce McKinney (UNCW) nominated Roy Schwartzman (UNCG) to be chair. There were no other nominations. Roy's nomination to be chair was approved unanimous by acclamation.

The committee agreed to accept the first two items suggested by the Executive Committee for its "work plan":

1. Develop an understanding of appropriate shared governance for a UNC campus. Faculty/admin/staff/student buy-in is a requirement. The first milestone for this effort is to be the production of a white paper. It was reported to the committee that strong interest in this topic was expressed during the lunch meeting of Senate Chairs earlier in the day.
2. Develop a system, including a rubric(s), for assessing governance practices on UNC campuses.

Colin Ramsey (ASU) reported on the Appalachian State AAUP Chapter Award. The committee did not have time to complete a discussion on whether or not there is interest in initiating an award(s) for excellence in faculty governance and/or shared governance.

The committee also did not have time at this meeting to discuss the initiation of a training program in faculty governance for UNC campuses, nor did it have time to determine if it will explicitly attempt to work with HMIs to see if they face special issues.