

# **Standing Committee Reports**

**Academic Year 2018-2019**

## Committees 2018-2019

Committees:	Page:
1. Competitive Grants Committee (CGC) [Maryrica Lottman, Chair] .....	3
2. Faculty Academic Planning and Budget Committee (FAPBC) [Joel Avrin, Chair] .....	4
3. Faculty Academic Policy and Standards (FAPSC) [Kim Harris, Chair] .....	5
4. Faculty Advisory Library Committee (FALC) [Alice Tseng, Chair] .....	6
5. Faculty Advisory Summer Sessions (FASSC) [Anabel Aliaga-Buchenau, Chair] .....	8
6. Faculty Employment Status Committee (FESC) [Dale Grote, Chair] .....	9
7. Faculty Information & Technology Services Advisory Committee (FITSAC) [Mohamed Shehab, Chair] .....	10
8. Faculty Legacy Scholarship Committee (FLSC) [Fumie Kato, Chair] .....	11
9. Faculty Research Grants Committee (FRGC) [Ritika Prasad, Chair] .....	13
10. Faculty SOTL Grants Committee [Sonya Ramsey, Chair] .....	14
11. Faculty Welfare Committee (FWC) [Gloria Campbell-Whatley, Chair] .....	16
12. Graduate Council [Christine Haynes, Chair] .....	18
13. Grievance Committee [Suzanne Boyd, Chair] .....	20
14. Hearing Committee [Charlie Reeve, Chair] .....	21
15. Honors Council [Murray Webster, Chair] .....	22
16. Nominations, Honors, and Awards Committee (NHAC) [Allison Stedman, Chair] .....	25
17. Part-Time Faculty Committee [Joanne Maguire, Chair] .....	27
18. Undergraduate Course and Curriculum Committee (UCCC) [Anabel Aliaga-Buchenau, Chair] .....	28
19. University College Faculty Council (UCFC) [Joanne Maguire, Chair] .....	29

---

## Competitive Grants Committee (CGC) Annual Report 2018-2019

The Faculty Competitive Grants Committee met twice in fall 2018 and selected two nominees for the National Endowment for the Humanities Summer Stipend Program and two for the Oak Ridge Associated Universities (ORAU) Junior Faculty Enhancement Award.

## Faculty Academic Planning and Budget Committee (FAPBC) Annual Report 2018-2019

Since the Academic Year 2018-2019 came in the middle of a state legislative budget cycle, the Faculty Academic Planning and Budget Committee had one task to accomplish this year, which was its annual performance review for Provost Lorden. The committee met on May 20 for a discussion in this regard, using as a basis for the meeting Provost Lorden's Annual Report for AY 2018-2019. After subsequently circulating, discussing, and modifying various drafts, the committee approved a final draft of its review of Provost Lorden, which it then submitted to the Provost and to Chancellor Dubois on May 31, 2019.

# Faculty Academic Policy and Standards Committee (FAPSC) Annual Report 2018-2019

Chair: Kim Harris

No report.

# Faculty Advisory Library Committee (FALC) Annual Report 2018-2019

PREPARED BY

Hui-Kuan Alice Tseng – Associate Professor of Economics [Committee Chair]

COMMITTEE MEMBERS

Anne Cooper Moore, Atkins Library  
Stephanie Otis, Atkins Library  
Lisa Homann, College of Arts and Architecture  
Karen Hubbard, College of Arts and Architecture  
Hui Kuan Alice Tseng, College of Business  
Julio Bahamon, College of Computing and Informatics  
Cindy Gilson, College of Education  
Gary Teng, College of Engineering  
Florence Okoro, College of Health and Human Services  
Karen Cox, College of Liberal Arts & Sciences  
Oscar de la Torre, College of Liberal Arts & Sciences  
John Reeves, College of Liberal Arts & Sciences  
Mackenzie Goodwin, Student Government Association  
Sara Eudy, Graduate & Professional Student Association

---

The FALC, which convened early in fall 2018, appointed Hui-Kuan Alice Tseng as chair. The Committee included the above-listed members and the Dean of the Libraries, Anne Cooper Moore. FALC met regularly on the 3<sup>rd</sup> Wednesday of the month throughout the semester. Attendance was very good.

Atkins Library continues to implement many innovations and improvements under the direction of Dean Anne Cooper Moore. It improves student spaces, adds new services and technologies, redesigns its website, improves the integrated library system, and continues extensive renovations.

Among the many items we covered in FALC, I will briefly note that FALC articulated strongly for the creation of the Niner Commons Institutional Repository, which will provide an Open Access platform to disseminate the scholarship created by UNC Charlotte researchers.

During the meetings this year, FALC learned about the collection review, the budget status and distribution of funding of collections, assessment and usability activities (including faculty and student survey results), projects of subject specialist librarians, and instruction programs for all categories of students (including distance learners).

Several FALC members participated in a joint interactive program and reception with the members of the Student Library Advisory Board and the Atkins Board of Advisors in January 2019 during which attendees selected desired elements of the next iteration of the library website (summer/fall 2019), suggested the strengths, weaknesses, and ways to improve the library, and created floorplans for the tower floors after the elevators are renovated to conform to ADA requirements.

FALC endorsed the efforts of the Library to provide library and information literacy instruction for the first and second year students. FALC continues to look for sponsors to renovate Group Study Rooms on 1<sup>st</sup> floor after 5 rooms were renovated at a cost of \$11,000 each from funds donated by parents through Advancement's student calling program. As the size of our university continues to grow, the static library collection budget is becoming a serious concern.

Karen Cox drafted and submitted a library proposal to Faculty Council to urge the University administration develop and implement a long term plan for the stewardship of library research collections and facilities. At the end of the year, the Faculty Executive Board recommended a faculty and library faculty task force be appointed by the Faculty Council to review the Shepley-Bulfinch report from 2018 and other information about library collections and facilities and to recommend a plan for off-site storage, future arrangement of the tower floors, and segments of the collections to remain in Atkins Library. The task force will be appointed in fall 2019 and submit a report to the Faculty Council and Chancellor in early spring 2020.

We applaud Dean Moore for her efforts to encourage FALC in its activities and involvement in the growth and development of the Atkins Library.

## Faculty Advisory Summer Sessions Committee (FASSC) Annual Report 2018-2019

The Faculty Advisor Summer Sessions Committee (FASSC) met once in Fall 2018. Director Jodi Cebina presented the current status of summer sessions. The most important finding is that students prefer to take online classes due to the lower cost in summer sessions.

Submitted by Anabel Aliaga-Buchenau, Chair



# Faculty Employment Status Committee (FESC) Annual Report 2018-2019

Chair: Dale Grote

No report.

Faculty Information & Technology Services Advisory Committee  
(FITSAC)  
Annual Report 2018-2019

Chair: Mohamed Shehab

No report.

## Faculty Legacy Scholarship Committee (FLSC) Annual Report 2018-2019

<b>Chair:</b>	Fumie Kato	LACS		
			<b>Alternate</b>	
<b>Members:</b>	Dylan Savage	MUSC	Mary Tuma	ARTS
	Karen Ford-Eickhoff	MGMT	Ram Kumar	BISOM
	Bill Chu	SIS	Dale-Marie Wilson	SIS
	Brian Kissel	REEL	Karen Cross	REEL
	Milind Khire	CEE	vacant	
	Tracy Bonoffski	KNES	vacant	
	Anabel Aliaga-Buchenau	LACS	vacant	

**Non-voting members:**

Rita Johnson	LIB
Lisa Walker	UCOL

**Ex-officio non-voting members:**

Katherine Hall-Hertel	Graduate School
Tammie Boyd	UNC Charlotte Foundation
Bruce Blackmon	Office of Financial Aid Director
Everett Jeter	Operations and Compliance

The Faculty Legacy Scholarship Committee met once on April 1, 2019, during 2018-19 academic year. In total eight out of 14 members participated in the committee. Chair advocated members to introduce and disseminate the FLS in their Department to encourage faculties to be a donor. After lengthy discussion, the committee unanimously reached to a decision to offer \$1,000 each to the following four students in 2019-20 academic year:

- |    |                    |                        |
|----|--------------------|------------------------|
| 1. | Serenity Anderson  | Management             |
| 2. | Forest Atchison    | Electrical Engineering |
| 3. | Michael Barnhardt  | Japanese               |
| 4. | Christopher Brooks | Civil Engineering      |

**Actions**

The FLSC has used the procedures below following in the past to determine recipients of the scholarships:

- Chair asked the Scholarship Office to select the four highest academically performing students in each college in November, 2018. In total 28 students (=4 students x 7 colleges) were nominated on the basis of the selection criteria which were: 1. Highest GPA, 2. Financial needs, 3. Sophomore or

- junior status, 4. Minimum 30 credit hours earned at UNC Charlotte, 5. At least two semesters of course work were preferred to remain prior to graduation.
2. Chair required seven faculty liaisons (=FLSC member and a representative of each college) to select two final candidates each among the four students nominated in each college. In order to apply to the FLS, students were required to submit one letter of recommendation and sent it to their faculty liaison together with their CV so that the faculty liaison could select top two students each in seven colleges.
  3. It took two-weeks interval from notifying the four students in each college until they have submitted their documents (CVs and letter of recommendations) to their faculty liaison. In total only eight students (out of 28 students nominated) responded to apply to the FLS even though faculty liaisons have notified and reminded their nominees by email repeatedly.
  4. The Scholarship Office instructed the eight final candidates to apply to the scholarship by uploading their CVs and a letter of recommendation in NinerScholar Portals. It took also two-weeks interval until the due date of the application.
  5. Director of the Scholarship Office and Chair repeatedly reminded the eight final candidates to apply to the FLS.
  6. Consequently five final candidates successfully applied to the NinerScholar Portals.
  7. Chair asked seven faculty liaisons to go to the NinerScholar Portals as a reviewer to confirm if the five final candidates were suitable to be awarded the FLS.
  8. All of the seven faculty liaisons completed the above task by March 31 before the committee meeting.
  9. Results of the votes:
    - Three final candidates received "Offer" option from seven faculty liaisons
    - One final candidate received "Offer" option from six and "Not offer" from one
    - One final candidate received "Offer" option from four and "Not offer" from three
  10. The available fund in 2019-20 was \$4,732.16 on April 1, 2019.
  11. The committee unanimously agreed that the four students will be awarded \$1,000 each which will be divided over two semesters following in the past.
  12. Chair will introduce the four recipients at the first University Faculty Council in the fall semester, 2019.

### **Improvements**

Two improvements were suggested in the committee: 1. One of the selection criteria, minimum 30 credit hours earned, should be increased to minimum 60 credit hours earned at UNC Charlotte for those students who have kept higher GPA for more years rather than only two years, and 2. Procedures which students are required to apply to the FLS should be decreased from two to one procedure, that is, 28 students (= 4 students x 7 colleges) nominated in seven colleges will be instructed directly to apply to the FLS by the Scholarship Office rather than firstly sending to a faculty liaison and then applying to the FLS by uploading their documents into the NinerScholar Portals. Each faculty liaison chooses top two students as final candidates in each college. The number of maximum final candidates will be expected 14. All of the seven faculty liaisons will vote the recipients. Subsequently, all of the faculty liaisons will decide the number of awardees and the amount of the scholarship in the committee.

## Faculty Research Grants Committee (FRGC) Annual Report 2018-2019

Chair: Ritika Prasad, HIST (elected)

### Subcommittees

#### Arts and Humanities

Mira Frisch MUSIC (ad hoc)

Rita Johnston LIB (elected)

Akinwumi Ogundiran AFRS (elected)

Carmen Soliz HIST (elected)

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

Victor Cifarelli (MATH) (ad hoc)

Monica Johar, BISOM (elected)

Erin Miller, REEL (elected)

Michelle Stephan (Middle, Secondary Ed) (ad hoc)

Stephanie Woods, SON (elected)

#### Science, Technology, Engineering, Mathematics

Aidan Browne ETCM (elected)

Valentina Cecchi ECE (ad hoc)

Kyoung-Hee Kim ARTH (elected)

Rebekah Rogers BINF (elected)

Tom Schmedake, CHEM (elected)

The primary function of the FRG Committee is to solicit Faculty Research Grants and then to evaluate and select grants for funding, with the expert assistance of Proposal Development Director, Lesley Brown. In the current cycle, the committee distributed \$450,984 in the Fall round of submissions to support 55 proposals out of 95 submitted. The committee distributed \$82,850 to fund an additional 11 proposals in the spring under the New Assistant Professor Resubmission Program.

## Faculty Scholarship of Teaching & Learning Grants Committee Annual Report 2018-2019

### Chair: Sonya Ramsey

The Scholarship of Teaching and Learning Committee met to discuss this year's SoTL grant proposals. There were 20 grant proposals submitted for a total requested amount of \$243,516. The Center for Teaching and Learning also sponsored several workshops for interested applicants and incoming SoTL Committee members. In addition, Lesley Brown, the Director of Research and Economic Development and Heather McCullough, Associate Director for Instructional Programs at the Center for Teaching and Learning have submitted a request for ITS to acquire a content management system that would facilitate greater information sharing around internal university grants. The SoTL Committee recommended the following 13 proposals be funded in the indicated amounts. The Provost approved this funding. We have included Year 1, Year 2 and Total project budgets in the table.

FACULTY	DEPT.	PROPOSAL TITLE	Y1	Y2	TOTAL
Kelly Powers- Wendy Neustrup	School of Nursing	Enhancing baccalaureate nursing students' readiness for professional practice with multi-patient simulations using telehealth to create opportunities for inter-professional collaboration	13,542	2,400	\$15,942.00
Ayesha Sadaf- Stella Kim	College of Education	Examining the Impact of Case-Based Discussions on Student's Cognitive Presence and Learning Outcomes in Online Courses	3,850	10,600	\$13,450
Carrie Wells- Michelle Pass	Biology	Effects of Flipping the Classroom and Implementing Peer Communication Consultants (CxC) on Written communication Skills in a Writing -Intensive Elective Course	2,000	1,000	\$3,000
Alexia Galati – Douglas Markant	Psychological Science	Examining the impact of open and transparent research practices in an undergraduate research methods course in Psychology	4,850	10,150	\$15,000.00
Lee-Ann Kenney- Teresa Gaston	School of Nursing	How Does the Use of a Mobile Application Impact Learning Among Clinical Nursing Students in Patient Care Settings?	6,387.00	0	\$6,387.00

Angela Mitchell	University Writing Program	Students' Writing Success at the University of North Carolina Charlotte: The Effects of Advanced Placement Exemptions	3788.50	3788.50	\$7,577.00
Consuelo Carr Salas-Kim Looby-Natalie Ornat	English/Library	Multi Discipline Collaboration in the Teaching of Inquiry and Critical Thinking	430.00	7,980	\$8,410.00
Ticola Ross-Frances Ferrante	School of Social Work	Peer Supervision: Preparing Social Work Students to Thrive in an Evolving Workforce	11,480	2,500	\$13,980.00
Adalira Saenz-Ludlow-Anna Athanasopoulou	Mathematics & Statistics	Exploring The Teaching and Learning of Functions	10,400	0	\$10,400.00
Monica Rodriguez-Paloma Fernandez	Spanish	Partially Flipped Classroom (PFC) for Online Writing-intensive Courses: Learning Outcomes and Student Perceptions using Direct and Indirect Assessment	3,850	3,850	\$7,700.00
Tonya Rutherford-Hemming, Katherine McGuffin	School of Nursing	Randomized Controlled Study to Determine the Best Teaching Practices in Nurse Practitioner Education	7,700	9,735	\$17,435.00
Amanda Pipkin	History	Writing and Speaking to Learn in the Large Lecture Course	4,685	600	\$5,285.00
Hilary Dack, Scot Kissau	College of Education	Does Practice Make Perfect? Evaluating the Impact of Deliberate Practice and Coaching in Teacher Training	1500	7,350	\$8,850.00
<b>TOTAL</b>			<b>\$13,885.00</b>	<b>\$17,685.00</b>	<b>\$133,416.00</b>

# Faculty Welfare Committee (FWC) Annual Report 2018-2019

## Welfare Committee Report April 4, 2019

### Members:

Chair	Gloria Campbell-Whatley, SPCD			
Arts + Architecture	Aly Amidei	THEA	Bonnie Noble	ARTS
Business	Rob Roy McGregor	ECON	Craig Depken	ECON
Computing & Informatics	Heath Lipford	ITIS	Zach Wartell	ITCS
Education	Charles Hutchison	MDSK	Ryan Miller	EDLD
Engineering	Gary Teng	SEEM	Ertunga Ozelkan	SEEM
Health & Human Services	Linda Probst	KNES	Willie Mae Abel	NURS
Liberal Arts & Sciences	Elise Berman	ANTH	Susan Johnson	PSYC
Liberal Arts & Sciences	Sean McCloud	RELS	Susana Cisneros	LACS
Liberal Arts & Sciences	Victoria Scott	PSYC	Kathryn Johnson	RELS
Library	Abby Moore	LIB	Michael Winecoff	LIB

The Welfare Committee met on October 24, 2018 from 3:00 to 4:00 PM in the College of Education Room 344

I. The members introduced themselves.

II. We discussed a charge given to use from Assistant Provost Leslie Zenk.

a. She wanted to discuss and find answers for student success with mental health.

i. Student success is impacted by mental health. While the resources of the Counseling Center are available, the challenge is getting students the help they need before they reach a behavioral or academic crisis. Our faculty and others are in contact with students daily, we need to:

1. Identify reasonable ways to involve faculty and advisors as resources for wellness help them understand how to act in a crisis

2. Identify causes for concern and how should they be communicated

3. Consider the idea of a coordinated care network

III. Questions to consider were:

a. What do people (faculty and staff) need, and are they currently being served?

b. How should we communicate with adjuncts?

c. Where do faculty/staff get information?

d. Are there testimonies from faculty explaining situations?

e. What kind of communication does faculty need?



f. How do we make sure the information is available when and where faculty need it?

IV. Faculty provided a number of responses:

- a. We need more counselors in the center because the student population has increased.
- b. A course or film can be offered in CTL on methods that faculty can use to help students.
- c. Provide students with a card to tell them how they can receive assistance.
- d. Provide information in the school newspaper for students.
- e. Information can be provided as an insert in the syllabus for students.
- f. Offer information in SOAR orientation.
- g. Information for faculty can be housed on Canvas or the H Drive such as a manual to provide resources.
- h. Faculty can receive emails at crucial points in the semester when students are stressed.
- i. The chair should have the responsibility of working with adjuncts.
- j. There may be a problem with faculty advising students on mental health issues because they may not be a professional in this field.

V. We also discussed Day Care Options that were previously considered but no specific action was taken.

**Gloria D. Campbell-Whatley**

# Graduate Council (GC) Annual Report 2018-2019

## MEMORANDUM

To: Dr. Rich Leeman, President  
UNC Charlotte Faculty

From: Dr. Christine Haynes, Chair  
UNC Charlotte Graduate Council

Date: May 8, 2019

RE: Report on Graduate Council Activities for 2018-2019

The Graduate Council held one organizational meeting and nine business meetings for the 2018-2019 academic year. During the academic year, the Council considered over 200 course and curriculum proposals (some of which were considered twice, after revisions). In addition, we approved the following proposals originating from the Graduate School: an updated syllabus template for course proposals in Curriculog; a new remote participation policy for thesis committees; a revised policy on Graduate Faculty Representatives for thesis committee assignments; a new embargo policy for theses and dissertations; and the establishment of a new sub-committee on Graduate Student Funding, to oversee implementation of the recommendations of the recent Task Force on that issue. We also approved new graduate faculty criteria for Languages and Culture Studies and provided input on a preliminary Letter of Intent for a Ph.D. in Digital Cultures and Communication. We supported our student representative, Priyanka Grover, in pursuing the separation of GPSG from SGA. And we heard reports from Graduate School staff on the following: the Part of Term pilot in Spring 2019, the Faculty Mentoring Training Program led by Katherine Hall-Hertel and Lisa Rasmussen in CCI, the problem with concurrent enrollment in more than one graduate program, and the University's provisional status designation by the Department of Education effective until December 2021. In response to a request by Michael Thompson in the College of Health and Human Services, with the help of Katherine Hall-Hertel we lobbied Human Resources to draft a policy to ensure equity in hiring practices (i.e., higher rates of pay) for undergraduate students accepted as Early Entry students. In response to concerns by Council members regarding proposals coming from the College of Engineering, the Council Chair and Engineering representative met with Associate Dean Ron Smelser in that college to review the required elements of proposals, especially syllabi. Finally, a sub-committee of the Council (Concepcion Godev, David Mauer, and Allison Burfield) conducted the annual evaluation of the Dean of the Graduate School.

The minutes for all meetings of the Graduate Council are available on the Academic Affairs website at <http://facultygovernance.uncc.edu/graduate-council/agendas-minutes>. These minutes give complete accounts of our proceedings.

Grievance Committee  
Annual Report 2018-2019

**The University of North Carolina at Charlotte  
University Grievance Committee**

**2018 – 19 ANNUAL REPORT**

The 2018-19 University Grievance Committee activities completed in alignment with the **Procedures for Resolving Faculty Grievances Arising under Section 607(3) of the University of North Carolina** include:

- The UGC met in Fall 2018 to elect a new chair (A. Suzanne Boyd)
- Two petitions were brought to the UGC this year.
- UGC met to review petitions:
  - UGC met on November 20, 2019, to review Petition 1.
    - One evidence-based informal hearing conducted on February 22, 2019, in response to Petition 1.
    - UGC Chair drafted a hearing Agenda and distributed to all parties prior to hearing.
    - Notifications sent to all parties by University email.
  - UGC met on February 21, 2019, to review Petition 2.
    - No further action taken on petition.
    - Notifications sent to all parties by University email.
- No other cases were presented to the committee this year.

Respectfully Submitted on April 8, 2019, by:

A. Suzanne Boyd, PhD, MSW  
Chair, University Grievance Committee  
Associate Professor of Social Work  
sboy@uncc.edu/704-687-7945

## Hearing Committee Annual Report 2018-2019

April 9, 2019

This email is to serve as the annual report for the **University Hearing Committee**. The committee met once in the Fall to elect a chair. We did not have any further business this year as of the date of this report.

Sincerely,  
Dr. Reeve

# Honors Council Annual Report 2018-2019

Honors College Council Annual Report 2018-19

Murray Webster, KR Subramanian

In the 2018-2019 academic year, the full Honors College Council met monthly, with various subcommittees meeting at different times as required. Fall Semester meetings were the second Tuesday of the month, and Spring Semester meetings were the third Friday of the month.

Council members for the 2018-19 year are:

Murray Webster (Sociology) (co-chair), KR Subramanian (Computer Science) (co-chair), Mark Pizzato (Theater), Karen Ford-Eickhoff (Business), Cynthia Toth (Nursing), Joseph Marino (Kinesiology) (alternate to Cynthia Toth), Akin Ogundiran (Africana Studies), Jordan Poler (Chemistry), Didier Dreau (Biological Sciences), Malin Pereira (Honors College, Ex-Officio) Chris Cameron (Honors College), and Shannon Zurell-Carey (Honors College and Council Recorder).

Meetings in September and October, 2018, were devoted to consideration of proposals for honors programs from the School of Nursing and the College of Education. Those were presented by representatives from the units involved and discussed with recommendations for changes by Council members. Recommended changes were aimed at making the proposed programs consistent with Honors College requirements for departmental honors programs, and with other existing honors programs. Changes were implemented, and those proposals were accepted by the Council at a later meeting.

The October Council meeting considered a report from the 2017-18 Honors Council on the State of Honors Education at UNC Charlotte. The report showed discrepancies in participation in honors education and graduation rates across programs. The Council recommended that the Honors College use this report as the basis for monitoring of departmental honors programs and, where indicated, to encourage changes to make the various programs meet the requirements of honors programs.

The October Council meeting also considered a memo dated May 6, 2018, from Oscar Larsen, former Chair of the Honors Council. The Council referred the memorandum to the Honors College (Malin Pereira and Chris Cameron) for analysis and discussion at a later meeting.

Malin Pereira announced that the Honors College had added a Coordinator of programming, Denise Lynch. Her duties will include many that had previously been handled by Jennifer Warner. Other duties previously fulfilled by Warner will be taken on by a new Associate Director of Curriculum, to be hired.

Malin Pereira reported on program changes and other activities of the Honors College over the summer. Those include: a unified freshman application for the College, continued work on development and establishing an advisory board, and better coordination with the University Scholarship Office and the Levine Scholars program.

Meeting November, 2018. Several new and continuing proposals were added to the pipeline, and KR Subramanian was working with the relevant faculty to get the proposals into Degreeworks and to make them consistent with Honors College requirements.

Meeting December, 2018. This again included discussion of new honors program applications.

In response to the amount of Council time being devoted to applications for new programs and new courses, Dr. Webster appointed a subcommittee to review all such requests and report recommendations to the full Council after the affected units have revised their applications. Mark Pizzato and KR Subramanian volunteered to serve as the subcommittee. Responsibilities of the subcommittee include: approve or deny changes to proposed courses and comparing standards across different departments and Honors College policies.

Subcommittee to review the Director: Mary McKenzie (alternate for Chris Cameron) volunteered to serve on the annual Performance Review of the Honors College Director. Akin Ogundiran volunteered his alternate Daniely Dal Pra to serve on the subcommittee also. McKenzie announced that she would develop materials based on those used to review deans, particularly, the Dean of the Graduate School.

Subcommittee to review and recommend revisions to the Honors Faculty appointment process: Karen Ford-Eickhoff and Jordan Poler volunteered.

Meeting January, 2019.

Malin Pereira introduced the new Associate Director of Curriculum, Mindy Adnot, and asked that she be allowed to attend Council meetings in an ex officio capacity. Without objection, the Council approved and welcomed her. Malin noted that the Honors College bylaws will have to be revised to add the Associate Director of Curriculum to the Council.

Mark Pizzato reported on the subcommittee's review of programs, which found wide range of requirements. Some Council members noted places where the subcommittee had access to outdated information, and Dr. Pizzato said he will review all data and make corrections where necessary. Mindy Adnot volunteered to assist in making the College standards conform to the National Standards of Honors Colleges.

### Meeting February, 2019.

Chris Cameron described what would be required to allow early entry M.A. students in departmental honors to double count courses for honors and for the early entry program, and he recommended that this change be allowed. After some discussion, the Council approved this change. Cameron and Mindy Adnot volunteered to draft policy for the change.

Faculty appointment to teach in the Honors College was discussed. Jordan Poler, Karen Ford-Eickhoff, and Akin Ogundiran volunteered to form a subcommittee to develop procedures for faculty appointment review. Their mission includes simplifying the application process and taking it online.

### Meeting March, 2019.

Jordan Poler reported that the application form for teaching in the Honors College is now online and has been tested.

Chris Cameron and Mindy Adnot reported that they have created a form for dual credit for departmental honors and early entry M.A. courses.

Malin Pereira reported on meetings she has had with College of Computing and Informatics faculty members about their plan to admit all incoming first-year students into their honors program, and other departures from current requirements. CCI agreed to modify their plans in light of those discussions and to submit changes to the Honors College Curriculum Subcommittee for approval before making changes.

Malin Pereira also announced that the Honors College received two new scholarship programs. The first, the Gene Johnson Scholarship, will fund tuition and fees for five students per year. The second, the Freeman Scholarship, will fund tuition and fees for three students per year.

### Meeting April, 2019.

This meeting was deemed unnecessary because there were no new items for consideration and previous items were either continuing or resolved.



# Nominations, Honors, and Awards Committee (NHAC) Annual Report 2018-2019

## Nominations, Honors and Awards Committee (NHAC) Annual Report 2018-2019

The Nominations, Honors and Awards Committee combines the functions of three sub-committees: the Honorary Degree Advisory Committee, O. Max Gardner Award Committee and the Faculty Governance Elections Committee.

The NHAC first met on October 1, 2019 (rescheduled from September 17, due to weather) to plan its work. We formed three working groups. The activities of these groups to date are described below.

The working group for the Honorary Degree Advisory Committee distributed a call for nominations on October 8 with a deadline of October 31, and received two nominations. The working group met on November 6 and concluded that only one of the two nominees met the criteria established by the UNC Charlotte administration and the Board of Trustees (William J. Barber, Jr.). An honorary degree report on the committee's recommendations regarding nominees was sent to the Chancellor on November 9, indicating that in addition to Mr. Barber, an additional candidate (Kyle J. White), remained eligible for the award according to the criteria, by the estimation of a previous year's committee. At this time, the committee has not heard whether or not Mr. Barber or Mr. White will be receiving a degree in Spring 2019.

The call for nominations for the O. Max Gardner Award went out on August 27 with a deadline of October 5. The working group met on October 15 to discuss and debate the nominations, and they selected Dr. David Test as our university's nominee for this prestigious award. The committee then solicited external letters of recommendation. On January 9, having received 10 external letters, the chair of the working group drafted a letter of support for Dr. Test on behalf of the committee. The committee also selected six of the ten external recommendation letters for inclusion in the application. The completed application was submitted to the Secretary of General Administration before the end of January deadline. This year, the foundation requested a thumb drive with six separate files for the six elements of nomination packet (nomination letters, highlights, vita, letters of support, and executive summary), and decided not to accept paper submissions with a backup, bookmarked PDF via email. This made the submission process simpler. However, staff from the Office of Academic Affairs still created a printed version of the application to serve as an internal document and as a gift to the nominee.

The working group for the faculty governance elections called for nominations for the university-wide 2019-2020 Faculty Governance Positions on February 18 with a deadline of March 13. When not enough nominations came in, the working group, and the president of the University Faculty Council Dr. Richard Leeman devoted extra effort to following up with department chairs and personally recruiting nominees. As a result of these efforts, the final slate of nominations contained at least one nominee for each position, with the majority of positions having contested elections. The ballot opened on April 1 and closed on April 10, 2019.

Respectfully submitted,

Allison Stedman, Chair

## Part-Time Faculty Committee Annual Report 2018-2019

This committee met three times during the fall semester but only once in spring (and that was poorly attended because we could not find a common time to meet, a problem that could not even be resolved with Zoom meetings). We completed one major project: a survey of adjunct faculty that was written up and distributed to Rich Leeman, Faculty President, and Joan Lorden, Provost. The last survey was conducted in 2014.

The committee also discussed issues with the cost of parking (resolved to a limited extent, but not the satisfaction of underpaid part-time faculty) and improvements to adjunct web resources.

Notably for this committee, Faculty Council passed the Standing Rules revisions today regarding Part-Time Faculty Committee and part-time faculty membership on those several select committees.

Work for 2019-10 will include setting up a Canvas page to facilitate part-time faculty communication and a newsletter about part-time faculty work. We began that work this year but lost momentum in spring because of scheduling conflicts.

Respectfully submitted,  
Joanne Maguire  
Chair, Part-Time Faculty Committee, 2018-20

## Undergraduate Course and Curriculum Committee (UCCC) Annual Report 2018-2019

The Undergraduate Course and Curriculum Committee handled all of their proposals via e-mail correspondence and in Curriculog. The group did not meet in person during Fall 2018 and Spring 2019.

Submitted by Anabel Aliaga-Buchenau, Chair

## University College Faculty Council (UCFC) Annual Report 2018-2019

This committee met six times during the year and took several actions:

- The committee read and made suggestions on the LBST cross-listing policy document. Policy document was approved at the February 12, 2019, meeting.
- The committee voted to approve METR 1102 for science general education credit. • The committee approved ITSC 1110 to satisfy the second course of the mathematical and logical reasoning general education requirement.
- The committee reviewed assessment data and completed and submitted John Smail's evaluation.

The committee also discussed issues with First Year Writing and AP credit as well as First Year Writing and exemptions from LBST 2301. The committee began to consider the issue of "outsourcing" W courses to departments and schools outside particular majors.

Work for 2019-10 will include reviewing FYW issues with AP credit; reviewing assessment data; consulting in development of social sciences Math Pathways; and considering the scope and mission of this committee in light of recent administrative restructuring.

Respectfully submitted,  
Joanne Maguire  
Chair, University College Faculty Council, 2016-18 and 2018-20