

Standing Committee Reports

Academic Year 2020-2021

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I. **Competitive Grants Committee (CGC)**

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The Faculty Competitive Grants Committee met on Monday, December 14, 2020, to select UNC Charlotte's two nominees to the Oak Ridge Associated Universities (ORAU) Ralph E. Powe Junior Faculty Enhancement Award Program. We had four proposals from which to select our two nominees. Artur Wolek from Mechanical Engineering and Engineering Science and Linquan Bai from Systems Engineering and Engineering Management were selected to submit their proposals to ORAU.

Normally, the Competitive Grants Committee would have met in September to select our two nominees to the National Endowment for the Humanities Summer Stipend Program, but interest in that program was down this year, no doubt due to pressures from the pandemic. Since we only received two proposals, there wasn't a need to hold a selection meeting.

II. Faculty Academic Planning and Budget Committee (FAPBC)

Annual Report 2020-2021

The 2020-2021 Faculty Academic Planning and Budget Committee (FAPBC) committee did not meet formally this academic year.

III. Faculty Academic Policy and Standards Committee (FAPSC)

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The Faculty Academic Policy and Standards Committee was asked to review the following policies during the 2020-2021 academic year:

1. Graduation with Distinction (Academic Honors).
2. Seven-Year Policy Review.
 - Commencement: Faculty Attendance (carry-over from 2019-2020)
 - University Marshal (carry-over from 2019-2020)
 - Course Numbering and Status
 - Immunization Policy Reinstatements
 - Student Evaluations
3. Review of Faculty Administrators, a carryover from the prior year.

The committee approved the following policies and sent them to the Faculty Executive Committee this year

- Review of Faculty Administrators
- Graduation with Distinction (Academic Honors)
- Commencement: Faculty Attendance
- University Marshal
- Course Numbering and Status

After review of the policy for student evaluations, the committee worked with the Provost office to develop a campus-wide tax force that will review this policy next year. In addition, due to the unknown issues with the pandemic, the committee is working with the Equity Task Force on the review of the Immunization Policy Reinstatements and will finalize that policy in the next academic year.

In addition, three of our members served on the Academic Policy Equity Review Task Force and we were asked to review the appropriate policies from this group. We reviewed and approved three policies from this Task Force. The policies that were sent to us and approved were:

- Declaring Undergraduate Majors and Minors

- Baccalaureate Degree Progression
- Classroom Attendance

The committee has one additional policy from the Task Force that will carry over to the next academic year.

Committee Members

Chair Hughlene Burton

COAA - Mira Frisch (MUSC) & alternate Bruce Auerbach (THEA)

COB - Jing Zhou (BISOM) & alternate vacant

CCI - Cynthia Gibas (BINF) & alternate Mohsen Dorodchi (CS)

COED - Shawnee Wakeman (SPCD) & alternate Adam Myers (MDSK)

COE - Glenda Mayo (ETCM) & alternate Don Chen (ETCM)

CHHS - Katie Shue-McGuffin (NURS) & alternate Sarah Laditka (PHS)

CLAS - Sharon Bullock (BIOL) & alternate Sandra Watts (LACS)

CLAS - Oscar Lansen (HIST) & alternate Irina Nesmelova (PHYS)

CLAS - Crystal Eddins (AFRS) & alternate vacant

Library - Dawn Schmitz & alternate Katie Howell

IV. Faculty Advisory Library Committee (FALC)

Annual Report 2020-2021

John David Smith – Charles H. Stone Distinguished Professor of American History
[Committee Chair]

COMMITTEE MEMBERS

Anne Cooper Moore, Atkins Library
Stephanie Otis, Atkins Library
John David Smith, College of Liberal Arts & Sciences
Nicole Barclay, College of Engineering
Tonya Frevert, College of Computing & Informatics
Jamie Franki, College of Arts & Architecture
Hui-Kuan Tseng, College of Business
Robert Reimer, College of Liberal Arts & Sciences
Jamie Kudlats, College of Education
Kim Clark, College of Health & Human Services
Leslie Bross, College of Education
Kasey Everette, Student Government Association
Catherine Butt, Graduate & Professional Student Association

The Faculty Advisory Library Committee (FALC), which convened on October 13, 2020, for the 2020-2021 academic year, appointed John David Smith as chair. The Committee included the above-listed members and the Dean of the Libraries, Anne Cooper Moore. FALC met 7 times on the 2nd Tuesday of each month throughout the year on Zoom. Despite the lack of luncheons in the totally online meeting environment, attendance was very good.

The Committee experienced 8 changes in department representatives this year, which resulted in turnover of half of the committee. 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 Dean provided an orientation to the committee for a couple of new members who were not on the committee at the beginning of the academic year.

The committee focused this year on a variety of important issues of interest to faculty. All conversations involved the presentation of information by appropriate specialists from the library faculty and staff followed by Q & A with committee members. All the topics discussed during the year are recorded on [Agenda Topics 2020-2021](#), which includes links to the powerpoints and reports presented by the library presenters.

One major topic of discussion was the plan developed by the Faculty Council Collection Review Task Force last academic year of the move of 70% of the monographs and most of the print journals to the 1040 Derita Road Unit B offsite storage facility leased by the university. The other most pressing topic was discussing the collections and temporary employee wages budget shortfall. Without a budgetary increase, the library will have to cancel \$850,00 of subscriptions, severely restrict monograph purchases, and retain the COVID-19 library hours in FY22.

The Committee also learned about the services the library provided during COVID-19 and subsequently and new services that have been implemented this year.

At its January 2021 monthly meeting, the Committee participated in a focus group meeting with the other library constituent groups (Student Government Association Student Library Advisory Group, Graduate Student Advisory Board, and Atkins Board of Advisors) to provide input in four areas: library perceptions, library tower floors (use after elevator replacement), funding needs and opportunities, and developing community awareness. Committee members provided significant input, listened to the perspectives of other library constituents, and laid the groundwork for future conversations. Catherine Butt, Graduate & Professional Student Association representative, conducted a follow-up survey of graduate students and shared the results with the committee. The Committee provided additional input on what might be included in a faucet commons or dedicated space in the Atkins Tower and the conversation will continue next year.

During the year the committee received superb support from Dean Moore and her colleagues. The committee praised the Atkins staff for providing outstanding service to the entire University community during the many challenges posed by the pandemic and accordant disruptions to the University's usual operations.

V. Faculty Advisory Summer Sessions Committee (FASSC)

Annual Report 2020-2021

June 2021

Professor Deb Ryan, Chair

The FASSC met twice (April 8 and May 3) via zoom this academic year to discuss faculty pay for summer courses. University policy states that:

For a three-credit course, full-time faculty may earn up to 1/10 of the nine-month base salary (with a maximum of \$8000).

Committee members questioned why there was an \$8000 cap, when it was established, and by whom. To make the math easy, we discussed why a professor making \$100,000 a year should be paid just \$8000 or 20% less than what they were paid for doing the same work in the fall or spring semesters. More pointedly, there were questions as to why faculty were expected to accept less pay in the summer when no other members of the university community were asked to do the same.

Matt Wyse arranged for members of the administration to meet with the committee via zoom to discuss our concerns. The highest ranking of those participants was Lori McMahon, Associate Provost for Budget and Personnel. Through her and other staff we learned how summer school was funded and about the university goal that each class offered should make 25% more than its cost. We also learned that the cost of summer school had risen significantly over the last 10 years, but faculty salaries had not, nor had they been reviewed any more recently.

Lori and her team offered to do a benchmarking study to better understand what our sister institutions were offering for summer school salaries, beyond some initial research they had undertaken already and shared with us. While appreciated, the committee was not looking for context but rather for a strategy to address our concerns.

We asked if the administration could instead look at how faculty salaries could be increased and what impact that would have on the cost of summer school tuition.

Lori indicated that she and her staff would undertake the research and report back to the committee early in the fall semester.

VI. Faculty Employment Status Committee (FESC)

Annual Report 2020-2021

Fall 2020 Meeting

Attendance: Craig Depken, Srinivas Akella, Clare Merlin, Arun Ravindran, Meredith Troutman-Jordan, Joanne Maguire, Jian Zhang, Beth Auten

Reviewed Academic Policy Equity Review for Faculty

- Discussed recommendation from Faculty Equity Audit Work Group: Beth Auten, Craig Depken, Othelia Lee, Clare Merlin-Knoblich
- Review a proposed Impact Statement (see the attached)
- Discussed the Statement proposed by CLAS

Reviewed the policy and procedures on Evaluation of Academic Administrators

- To add clarity and align with other relevant policies,
- To instruct administrators to release their self-assessment, goals, and summary of accomplishments on their own behalf, rather than those materials being released by a supervisor.

Reviewed Tenure Policies, Regulations and Procedures (TBA)

- Review proposed changes from the Faculty Council regarding the review procedures for Special Faculty Appointments
- Updates to align with forthcoming changes to UNC System Office policy including the removal of appeals at the Board of Governors level.

Inconsistent teaching load across departments and colleges

- If university want to be R 1, we need to incentivize research-intensive faculty.
- Address concerns about losing research-intensive faculty due to lack of support

Annual report

- Inconsistent handling of chair's letter depending on individual's leadership style
- Needs some mechanism for the university admin to ensure that chair's letter is submitted and filed on time.

Pandemic Impact Statement for Annual Review

Introduction: The University recognizes that faculty have faced numerous professional and personal challenges since March 2020, that the impacts of these challenges are interconnected, that the impacts of these challenges have been unequal, and that the effects of these challenges particularly related to productivity and performance may be long-term. **The impacts of the pandemic will continue to affect faculty careers in future years. Thus, we believe that documenting these impacts will help the institution and our community recognize the multiple effects of the COVID-19 pandemic and act to help mitigate against unequal outcomes. Creating an account of these impacts through annual reviews will allow the institution to provide this documentation and acknowledge the unusual working conditions under which faculty have been working. This document is designed to allow the University to recognize conditions impacting productivity and performance that are beyond faculty control.**

Proposed Guidelines: The following is a suggested template for departments and units to use as a supplementary section for faculty to complete as part of the annual activity report to document the effects of the pandemic on productivity and performance. Use of this template is completely optional as is the extent to which faculty choose to provide details through choices marked or comments made. In their reviews, unit heads should acknowledge the pandemic impacts identified by individual faculty as well as providing a standardized acknowledgement of the ways in which their discipline has been impacted in teaching, research, and service.

Pandemic-related Impact Statement

Since March 2020 I have experienced significant impacts from the following issues (check any that apply):

I. Personal and Domestic Impacts:

- (a) Health issues
- (b) Increased economic burden
- (c) Illness or loss of family members
- (d) Caregiving
- (e) Childcare
- (f) Homeschooling or supervising remote learning
- (g) Loss of income or employment for domestic partners
- (h) Pandemic fatigue/mental health issues
- (i) Other: _____

Comments (optional):

II. Impacts on Research:

- _____ (a) Reduction of networking opportunities
- _____ (b) Conferences cancelled
- _____ (c) Invited talks or session organization cancelled
- _____ (d) Closing of archives
- _____ (e) Limited or no access to laboratories and studios
- _____ (f) Additional work to develop plans for closing/reopening laboratories
- _____ (g) Additional work to begin or synthesize new projects in lieu of previous work
- _____ (h) Limited interaction time with research students, postdocs, and lab technicians
- _____ (i) Limited or curtailed travel or access to archives or field sites
- _____ (j) Delays in the publishing industry and difficulties/slowdowns in the review process
- _____ (k) Reduction of publishing opportunities due to financial cuts and/or closings of journals and presses
- _____ (l) Other: _____

Comments (optional):

III. Impacts on Teaching:

- _____ (a) Learning new technologies, including trainings attended or led
- _____ (b) Overhauling course design and maintaining student engagement
- _____ (c) Course overloads due to personnel changes and/or increased enrollment
- _____ (d) Developing substitutes for class labs and studios
- _____ (e) Other: _____

Comments: (optional):

IV. Impacts on Service:

_____ (a) Increases in advising load as students navigated changing course formats and requirements

_____ (b) Increased number of meetings and other service activities addressing pandemic-specific issues

_____ (c) Other: _____

Comments: (optional):

V. Resource Issues:

_____ (a) Limited access to broadband and/or software

_____ (b) Financial impacts (some caused by impacts mentioned above)

_____ (c) Other: _____

Comments: (optional):

VI. Pandemic-related Activities

_____ (a) Engaged in essential work

_____ (b) Participated in pandemic-related research

_____ (c) Contributed to departmental, university, professional-society, interdisciplinary, or community-engaged pandemic initiatives

_____ (c) Support for students or colleagues experiencing pandemic-related physical, mental, economic, or social consequences

_____ (d) Other: _____

Comments: (optional):

VI. Other Pandemic-related Impacts:

Comments: (optional): _____

March 11, 2021 Meeting

Agenda

1. Introduction
2. Discussion
 - ✓ Memo
 - ✓ ASSESSING ACHIEVEMENTS RELATIVE TO OPPORTUNITY
 - ✓ Workload policy
 - ✓ Annual review
3. Sample guidelines: please refer to previous email dated on Feb 18.
 - ✓ Criminal Justice
 - ✓ Psychology
 - ✓ Business School

Attendance: Meredith, Beth, Claire, Shannon, Srinavas, Jian (for Joanne), Arun, Othelia

Reviewed and discussed the memo from Faculty Equity Audit work group regarding the RPT guideline (see the attached)

We have review 3 different samples: criminology, psychology, and business.

- Committee noticed differences and inconsistency in RPT documents across different discipline.
- Needs for more consistent RPT document throughout the university

Items need to be considered in the RTP dossier

- Op-ed that over thousand twit
- Software development: track # of download, # of users
- Conference paper: peer-reviewed vs. non peer-reviewed
- Digital media and blog post in humanity
- NPR and TV interview about COVID
- Podcast
- Patent

Discussion questions

- Need to be counted as different category: Is this for service vs. impact of research
- Are these impact for outreach or scholarly?
- Media attention to achieve national reputation
- How to define the scope for academic books?

Discussion about assessing achievement relative to opportunity

- Include disclosure statement: the spirit is to support faculty
- In many previous faculty workshops and training, confidentiality is limited to legal issue.

Date: November 12, 2020

To: FESC, FEC and Faculty Council

From: Faculty Equity Audit Working Group:
Yvette Huet, ADVANCE Faculty Affairs and Diversity Office, Chair
Beth Auten, Library
Craig Depken, Economics
Othelia Lee, Social Work
Chance Lewis, Middle, Secondary, and K-12 Education
Clare Merlin-Knoblich, Counseling
John Stogner, Criminal Justice and Criminology
Leslie Zenk, Academic Affairs (ex-officio)

Re: Recommendation for 2020-2021 Faculty Annual Reviews

The Faculty Equity Audit Working Group, upon recommendation by the Deans Council, makes the following recommendations for faculty annual reviews during the 2020-2021 review cycle as a result of the COVID-19 pandemic:

1. Each faculty member shall note in their 2020 annual reports, for each area of review (research, teaching, service/leadership), any impact that the pandemic has affected, and to propose mitigation strategies, if needed. The Impact Statement for Annual Review (attached) provides guidance for faculty.
2. The faculty evaluation by the department chair must include:
 1. Standardized acknowledgment that March-December 2020 was a time when the country was experiencing a pandemic
 2. Standardized acknowledgment of the ways the discipline has been impacted in teaching, research, and service
 3. Specific acknowledgment of the impacts documented (or undocumented) that a faculty member has provided regarding the impact of the pandemic on any area of the work of the specific faculty member, the supervisor will provide this information and discussion/response to proposed mitigation strategies
 - a. Include the strategies and rationale that the department chair made to support the faculty member during this period.
3. The need for a second-year extension for reappointment, promotion, or tenure review will be addressed on a case by case basis, as is the current practice. Additionally, if a faculty member opted out of the one-year extension during the 2019-2020 review period and has the need to do so in a subsequent year, they may do so on a case by case basis.

We ask for your consideration and endorsement of these recommendations *by the end of this semester* in order to be implemented in January 2021 during the beginning of the review process.

VII. Faculty Information & Technology Services Advisory Committee (FITSAC)

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Chair

Mónica Rodríguez-Castro

Members

Thom Schmidt

SungJune Park (on leave)

Dan Janies

Daniel Alston

Ed Morse

Tianca Crocker

Andy Bobyarchick

Catherine Fuentes

Mary McKenzie

Tyler Cline

Student representative: n/a

Alternates

Tom Burch

Monica Johar

Yongee Wang

Ayesha Sadaf

Carlos Orozco

Othelia Lee

Beth Bjerregaard

Chris Mellinger

Evan Wantland

Angel Truesdale

UNC Charlotte FITSAC met once in fall 2020 (October 9, 2020) and the task force that was created for one of the University Council charges met four times during 2020-21. This AY, all meetings were held virtually, and members provided feedback via Zoom meetings or GoogleDocs forms. Overall, the committee members assessed IT needs, discussed with constituents, and provided feedback on each project. The committee participated in discussion on a wide range of IT Projects assigned on each Technology Portfolio and voted as and when requested. FITSAC committee members were assigned to the Technology Portfolio Committees (TPC's) that IT has established. The TPCs include Academic Services, Administrative Services, Communication & Collaboration, and Computing & Access. General goals for the 2020-21 year included continuing the assessment of classroom software, review of ideas, and advisement on projects such as GradeScope and the potential implementation of Digital Measures.

The agenda for the October 9 meeting included possible goals of investigating the relationship between ITS and CTL. The committee recommended possible means of improving usability and testing of academic software, and analysis of IT tickets for academic software and virtual labs across campus. The team was very dynamic and provided comprehensive feedback in a timely manner. The Spring semester focused on the charge by the University Council and FITSAC's task force submitted a detailed report to Dr. Joel Arvin, University Council Chair.

Reports were issued regarding the following:

-Zoom versus WebEx discussion. Each FITSAC member shared the survey of the preferred system with their departments, gathered feedback and shared with the entire IT community during TPC meetings. FITSAC reported an overwhelming preference for Zoom among the faculty surveyed.

- FITSAC was requested by the University Council Chair, Dr. Joel Arvin (on behalf of the Provost) to evaluate the possible use of a campus-wide reporting tool for faculty activities. Two options for a possible reporting tool were brought to the attention of FITSAC: Digital Measures and Interfolio. A task force of FITSAC [Andy Bobyarchick, Ed Morse, SungJune Park, Chris Mellinger, and Monica Rodriguez (Chair)] evaluated some preliminary pros and cons of Digital Measures (DM) and interviewed several stakeholders who have been using Digital Measures (primarily from the Belk College of Business) and in particular Dr. Artie Zillante. The pros and cons of using Digital Measures were emailed to Dr. Joel Arvin. Some concerns based on the preliminary understanding of DM were listed in the report. In a nutshell, FITSAC's task force thinks that Digital Measures can be valuable for reporting activities by primarily using the Activities Module of the software. This would allow faculty to report their annual activities (Research, Teaching, Service, Community Engagement, Grants, Student Advising, etc.) by using DM and also allow an administrator to collate such information. However, FITSAC does not recommend the integration of the RPT Workflow Module in DM at this stage. While FITSAC believes that DM could benefit the entire campus by streamlining the annual review process and provide a centralized electronic repository, the Workflow module may not be aligned with the existing RPT processes at UNC Charlotte.

There is an overall impression that Digital Measures is a good solution for general data collection and data reporting. However, some members have heard that Interfolio seems to be more flexible with customizing Workflows. No FITSAC member is familiar with Interfolio, therefore we cannot comment on the capabilities of this alternative tool. We could certainly perform this task in the upcoming academic year.

Digital Measures seems to be benefiting the faculty members and staff at Belk College for overall departmental reporting. If implemented, Phase I of Digital Measures could be piloted at the department levels and a timeline can be established for subsequent comprehensive use of the tool for college-wide reporting. Once department chairs report satisfactory outcomes with the use of Digital Measures for reporting, we could consider future options for customization or the use of the tool for RPT processes. IT assistance and training workshops are strongly recommended to expedite data migration and expedite the adoption of the tool across campus.

-As part of TPC Portfolios, three meetings (on average, per semester) were conducted (per portfolio) on the IT projects scheduled and each faculty member provided individual feedback and reported back to their departments.

Pending actions for 2021-2022:

FITSAC will assess faculty needs of software for online learning environments and oversee the request of new academic tools. Thus far, faculty has expressed concerns with Kaltura, Apporto, some Canvas features, classroom support and the lack of integration of Connect with DegreeWorks/Banner. Faculty is also concerned about the lack of a centralized reporting tool to gather student data. Each reporting tool provides different student data. There is also an overall concern about the lack of a simple user-friendly course substitution tool and the current workflow seems inefficient. Some faculty members seem satisfied with the course substitution tool used by the graduate school, but some inefficiencies have been reported at the undergraduate level.

Monica and Beth discussed the possibility of FITSAC to be invited to participate in focus groups that can be designed for efficient review of software tickets for each system mentioned above. Beth will work on compiling a dashboard, ready for the group to review, and compare and contrast the data and offer preliminary feedback with minimal time investment. Since the TPC meetings may not be scheduled in certain areas, such as Academic Affairs, the subcommittee may use this time to review the IT tickets and identify possible solutions, particularly in academic software.

Sincerely,

Mónica Rodríguez, PhD
Department of Languages and Culture Studies
Chair, Faculty Information & Technology Services Advisory Committee

VIII. Faculty Legacy Scholarship Committee (FLSC)

Annual Report 2020-2021

College		Dept.	Alternate	Dept.
Chair:				
Liberal Arts & Sciences	Fumie Kato	LACS		
Members:				
Arts & Architecture	Kim Jones	DANC	Brian Arreola	MUSC
Business	Karen Ford-Eickhoff	MGMT	Ram Kumar	BISOM
Computer & Informatics	Robert Reid	BINF	Tom Moyer	ITIS
Education	Warren DiBiase	MDSK	Dawson Hancock	EDLD
Engineering	Weimin Wang	ETCM	Vincent Ogunro	CEE
Health & Human Services	Florence Okoro	NURS	Charlene Whittaker-Brown	NURS
Liberal Arts & Sciences	Bernadette Donovan-Merk	CHEM	Susana Cisneros	LACS
Library	Jenna Rinalducci			
University College	Lisa Walker			

Ex-officio non-voting members:

Graduate School	Katherine Hall-Hertel
Office of Financial Aid	Everett Jeter
UNC Charlotte Foundation	Tammie Boyd

The Faculty Legacy Scholarship Committee met once on April 5 (M), 2021, during 2020-21 academic year. In total nine out of 12 members participated in the committee. Chair introduced the Faculty Legacy Scholarship to new members and explained what the members were required to accomplish their tasks during the spring semester, 2021. Chair also advocated members to introduce and disseminate the FLS in their Department/College to encourage faculties to be a donor.

After reviewing six applicants and exchanging emails for a few times among the FLS committee members, the committee unanimously reached to a decision to offer \$500 each to the following five students in 2021-22 academic year:

	Recipients	Dept.	College
1.	Maggie A. Church	Dance	COAA
2.	Rei Rama	Biology	CLAS
3.	Razaan A. Abnowf	Pre-Economics	COB
4.	Tracy L. Griffiths	Elementary Education	COED
5.	Kristen E. Minehart	Public Health	CHHS

Actions

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

1. Chair asked the Scholarship Office to select the four highest academically performing students with financial needs in each college in January, 2021. 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 60 credit hours earned at UNC Charlotte, 5. At least two semesters of course work were preferred to remain prior to graduation.
2. Chair asked the Scholarship Office to provide the 28 nominees with an instruction how to apply to the FLS. The due date was set up on March 5 (F), 2021.
3. In order to apply to the FLS, students were required to submit one letter of recommendation with their CV and upload these two documents into NinerScholar Portals.
4. It took two-weeks interval from notifying the 28 students until they have submitted their documents (CVs and letter of recommendations) to the NinerScholar Portals.
5. In total seven students (out of 28 students nominated) successfully applied to the FLS by the due date.
6. Two students each applied from COAA and COED. One student each applied from COB, CLAS and CHHS.
7. The available fund in 2021-22 as of April 2021 was \$2,758. Minimum award is \$500 per recipient. Max student number of recipients is 5. Therefore, Chair asked two faculty liaisons from COAA and COED to select one finalist out of two applicants. As a result, there are 5 finalists.
8. Chair asked seven faculty liaisons and one representative each of Library and University College (in total 9 reviewers) to go to the NinerScholar Portals as a reviewer to confirm if the five finalists were suitable to be awarded the FLS.
9. All of the nine reviewers completed the above task by April 2nd, 2021.
10. Results of the votes:
All five candidates received positive comments and an "Offer" option from nine reviewers.
11. On the basis of the outcomes of the votes and the available fund, Chair suggested to the committee that all five applicants will receive \$500/year as the FLS 2021-22 awardees, and asked the committee if they agreed with the suggestion.
12. The committee unanimously agreed with the suggestion, that is, the five students will be awarded \$500 each which will be divided over two semesters following in the past.
13. Chair will introduce the five recipients through participating in the first University Faculty Council committee in the fall semester, 2021.

Improvement

In order to increase the number of the contributors of this scholarship, the Faculty Legacy Scholarship committee will be held at the beginning of the academic year in September to explain this scholarship and ask a faculty liaison in each college to disseminate this scholarship in each college.

Respectfully submitted,
Fumie Kato, Chair, Faculty Legacy Scholarship Committee

IX. Faculty Research Grants Committee (FRGC)

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Chair: Jaclyn Piatak, POLS (elected)

Arts and Humanities (AH)

Robin Witt, THEA (elected)

Mark West, ENGL (elected)

Dan Dupre, HIST (elected)

Oscar De la Torre, AFRS (elected)

Kate Dickson, LIB (elected)

Social Science, Business, Health, Education (SBHE)

Kexin Zhao, BISOM (elected)

Kristie Opiola, CSLG, (elected)

Willie Mae Abel, NURS (elected)

Zach Mohr, POLS, (ad hoc)

Susan McCarter, SOWK, (ad hoc)

Science, Technology, Engineering, Mathematics (STEM)

Gabriel Terejanu, ITCS (elected)

Haitao Zhang MEGR (elected)

Bao Hua Song, BIOL, (ad hoc)

Kevin McGoff, MATH, (ad hoc)

Babak Parkhideh, ECE, (ad hoc)

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 the Center for Research Excellence Director, Lesley Brown.

In the current cycle, the committee awarded **\$448,693** in the Fall 2020 cycle and **\$ 83,234** in the Spring 2021 (new Assistant Professor resubmission program) cycle. Details below.

In addition, Faculty Council voted to revise policies and procedures to align with current practice and make minor changes as well as to put the current policies and procedures in writing. See attached.

Fall Program:

AH: 21 awards; funds disbursed: \$160,816
[21 proposals were submitted]

SBHE: 13 awards (including 6 joint awards); funds disbursed \$144,376
[29 proposals were submitted]

STEM: 14 awards (including 4 joint awards); funds disbursed: \$143,501
[30 proposals were submitted]

Spring 2021: New Assistant Professor Resubmission Program.

AH: N/A; Both new assistant professor proposals were funded in the initial round

SBHE: 6 awards; funds disbursed: \$43,434 [8 proposals were submitted]

STEM: 5 awards; funds disbursed: \$39,800 [7 proposals were submitted]

Proposal – Approved by Faculty Council

We would like to propose putting the policies and procedures for the Faculty Research Grants program in writing. Currently, the policies and procedures can only be found by looking through historical Faculty Council meeting minutes.

The last major changes to the Faculty Research Grants Program were voted on by Faculty Council on March 23, 2005. The FRG Overview provided here is meant to codify the procedures the Faculty Research Grants Committee (FRGC) has used 2005. In most cases current FRGC practice reflects only minor tweaks to the changes made in 2005. However, there are three substantive changes from previous Faculty Council actions that we would like to have approved.

1. We propose that faculty on research or clinical assignments as well as Atkins Library faculty be eligible for all features of the FRG Program, including the Resubmission Program. Previous actions by Faculty Council had excluded these faculty from participating in the Resubmission Program, but the Faculty Research Grants Committee recognizes the important contribution these faculty make to research at UNC Charlotte, and we believe these faculty should be allowed to participate fully in the FRG Program.
2. The full FRG Committee meets at the beginning of Fall semester to establish the scoring procedures to be used in selecting proposals for funding. After that, the three subcommittees work independently without reconvening with the full committee. The previous 2005 proposal approved by Faculty Council intended the ad hoc subcommittees to formally reconvene with the elected members of the committee to have their work approved. Because each subcommittee includes elected members, and because the FRG Chair oversees the work of the three subcommittees, the FRGC believes this extra step is unnecessary, and we would like to eliminate it.

3. We are asking to revise the unwritten rule that unexpended funds from the Resubmission Program should go back to the larger pool to fund senior faculty whose proposals weren't funded in the Fall semester. Instead, we propose the following: Any subcommittee that doesn't expend all of its funds allocated to the Resubmission Program will return the unexpended funds to the larger pool to fund additional proposals submitted by new assistant professors.

Faculty Research Grants Program Overview

1. Structure of the Committee

The Faculty Research Grants Committee (FRGC) consists of 10 elected members, with one member elected from each College and three from the College of Liberal Arts and Sciences because of the size of its faculty. Additionally, one member is elected from Atkins Library.

The full FRGC is organized into three subcommittees: Arts and Humanities; Science, Technology, Engineering and Mathematics; and Social Science, Business, Health and Education. Members are assigned to the subcommittees based on their disciplinary expertise. The faculty member submitting the proposal selects which subcommittee will read the proposal. Each subcommittee will evaluate proposals in the context of disciplinary expectations and conventions using the FRGC criteria, which are posted on the FRG website. The FRG Subcommittees, working with the Director of the Center for Research Excellence, will provide written feedback in a timely manner that will be shared with faculty whose proposals were declined for funding.

In addition to the elected members of the FRGC, the Director of the Center for Research Excellence, acting on behalf of the Vice Chancellor for Research and Economic Development, will invite five ad hoc reviewers to fill out the subcommittees to five members each. Ad hoc committee members are assigned to subcommittees based on their disciplinary expertise. Ad hoc committee members serve for one year only and do not vote on policy or procedure changes.

2. Eligibility

The FRG program is available to all full-time faculty with the title of assistant professor or higher whose job description includes professional expectations for research. In addition to tenure-track and tenured faculty, this includes Atkins Library faculty and faculty on research or clinical appointments.

Members of the FRGC are eligible to apply; however, they neither rank nor participate in the discussion of their proposals. The FRGC chair submits the score for any proposals submitted by an FRGC member.

Part-time faculty, EHRA staff, lecturers, visiting professors, adjunct professors, postdoctoral associates, and faculty on phased retirement are NOT eligible to apply. Faculty with active FRGs who enter phased retirement must give up the remaining funds.

A faculty member may participate in only one proposal for the FRG program. Additionally, an award recipient may hold only one (1) FRG during any single 18-month award period.

3. FRGC Process

The full FRGC meets at the beginning of the Fall semester to establish the scoring procedures to be used in evaluating proposals. After this first meeting, the subcommittees work independently to select which proposals to fund.

All FRGC members, whether elected or ad hoc, are required to declare if they have a conflict of interest with any of the proposals submitted to their subcommittee. The FRGC defines a conflict of interest in the following manner: any proposal from a spouse or partner, any proposal from a collaborator whose receipt of funds would benefit the committee member, or any proposal where the committee member feels s/he can't provide an objective evaluation. When a committee member declares a conflict of interest, the FRGC Chair supplies the score for that proposal.

4. FRG Resubmission Program

In order to provide support for newly appointed junior faculty, those first- or second-year assistant professors who submit a proposal and are turned down by the FRGC will be allowed to revise their proposal (working with a faculty mentor in their department) and re-apply in the same current funding cycle. Faculty mentors are assigned by the department chair. The FRGC will reserve a separate pool of money to fund these resubmitted proposals. Any subcommittee that doesn't expend all of its funds allocated to the Resubmission Program will return the unexpended funds to the larger pool to fund additional proposals submitted by new assistant professors. New assistant professors who submit a joint proposal with a more senior faculty member (*i.e.*, anyone who is not a first- or second-year assistant professor) will have their proposal considered in the "Continuing Faculty" category and will lose the right to resubmit during the current funding cycle if their proposal is declined for funding. In order to participate in the Resubmission Program, a faculty member must have submitted a proposal to the Fall competition and have written reviews from the committee. The FRGC will not accept first-time proposal submissions in the Resubmission Program.

5. External Proposal Requirement

All faculty who are funded through the FRG program are required to submit a proposal to an external funding agency before they may reapply to the FRG program. Faculty must submit an external proposal between the submission date of their previously funded FRG proposal and the current FRG submission date. The external proposal does not have to be related to the FRG project. The Center for Research Excellence will help faculty identify appropriate external funding opportunities and give guidance where needed on writing external proposals. A proposal is “counted” as submitted to an external agency once it has been approved in the Office of Research Services and Outreach (ORSO) electronic research administration system. All external proposals must be routed through official University channels prior to submission to the agency. Service contracts in recharge units and consulting agreements are not considered proposals for the purposes of this requirement.

6. FRG Budget Options

FRG awards are 18-month grants. The normal start date is January 15 after the Fall semester review of proposals, but faculty may elect to delay their start date until July 1 in order to have funds available during two summers.

X. Faculty Scholarship of Teaching & Learning Grants Committee

Annual Report 2020-2021

Before convening this year's SoTL Committee, all new members attended the Center for Teaching and Learning (CTL) training. The Committee then met on December 2nd for initial discussions on this year's grant proposals, funding timeline, and budget. Due to budgetary constraints, the total budget for funding proposals was limited to \$50,000. The Committee received 19 submissions for a total request of over \$230,000. The Committee met again on December 9th to finalize funding recommendations. Six proposals were forwarded to the Provost with a recommendation for funding (Table 1). Each recommended proposal required a budget adjustment and was designed to be completed within the 1-year timeframe set forth by the Provost. The Provost agreed with the Committee's recommendations.

The Committee reports no unfinished business, nor newly established procedures. Lastly, the Committee agrees that the workload was manageable and the members were effective in carrying out their charge.

Table 1: *Proposals Recommended for Funding*

Faculty	Dept.	Proposal Title	YR 1	Travel YR 2	Total Budget
Omidreza Shoghli & Glenda Mayo	Engineering Technology & Construction Management	Data-driven prediction of students' performance to increase engagement and provide learner-centered early feedback: A case of online teaching with instructor-created short videos.	\$8,500	\$0	\$8,500
Clare Merlin-Knoblich	Counseling	Exploring faculty perceptions of flipped learning.	\$5,300	\$0	\$5,300
Ryan Miller, Cathy Howell & Beth Oyarzum	Educational Leadership	Faculty perspectives on online teaching and learning at UNC Charlotte.	\$10,000	\$0	\$10,000
Oscan Lansen	History	History Scholars Academy: Online modular disciplinary skill alignment and integration for entering undergraduate transfer students.	\$4,500	\$0	\$4,500
Harini Ramaprasad, Tonya Bates, Erik Byker, Samantha Furr-Rogers, Bryce Van Doren (student)	Biological Sciences, Reading and Elementary Education, Computer Science & Public Health Sciences	Learning together while staying apart: Scaffolding active collaborative learning for student success in online courses.	\$11,700	\$0	\$11,700
Othelia Lee & Stella Kim	School of Social Work	Increasing accessibility and effectiveness of online education for students with disabilities.	\$10,000	\$0	\$10,000
				Total:	\$50,000

XI. Faculty Welfare Committee (FWC)

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Friday, May 7, 2021

The Ombudsman for the UNC Campus contacted me on April 15, 2021 and wanted input from the Welfare Committee surrounding *“unacceptable actions toward faculty”*. The ombudsman was aware that it was late in the semester, but requested input from the committee if possible, as a number of faculty had spoken to him regarding these issues. He provided a table with (a) the problems faculty may encounter and (b) who to contact, and he desired a response from the Welfare Committee regarding issues of:

- Sexual harassment
- Discrimination
- Bullying
- Retaliation/retribution
- Microaggression/subtle/persistent/biases

I met with the Welfare Committee on Friday, April 30, 2021. The committee members spoke of some instances of *“unacceptable actions toward faculty”*. Committee members mentioned encountering:

- Bullying in the classroom because of race.
- Discrimination in the department and college including harassment (accenting a hostile workplace with few legal avenues without repercussions).
- Discrepancies in getting accommodations needed for a disability.

During that meeting the committee suggested that:

- A survey be administered to all faculty for the 2021-22 school year to gather more data about these issues.
- The document that the ombudsman provided be placed in google drive for 5 days in order for Welfare Committee members to have more response time.

The document was placed in google drive and the faculty made several other helpful suggestions:

- Provide faculty with structures and concrete avenues outside of the ombudsman office (i.e., the Office of Legal Affairs, EEOC, and Office of Civil Rights) so that faculty have clear and formal pathways outside of immediate supervisors and administrators.
- To educate faculty, staff, and students, about these forms of workplace hostility:
 - Develop and implement a comprehensive system of workplace training;
 - Formulated beyond the scope of one committee; and
 - Ideally with external parties who are experienced in this work.

- Clarification on appropriate contacts for faculty members if their immediate supervisors or administrators are the persons committing the bullying, microaggressions or other negative behavior.

XII. Graduate Council (GC)

Annual Report 2020-2021

MEMORANDUM

To: Dr. Joel Avrin, President
UNC Charlotte Faculty

From: Dr. Concepcion Godev, Chair of Graduate Council

Date: April 29, 2021

RE: Report on Graduate Council Activities for 2020-2021

The Graduate Council held one organizational meeting and eight business meetings for the 2020-2021 academic year. During the academic year, the Council accomplished the following tasks:

1. dissolved, in consultation with the Graduate School, the Graduate Funding Committee that was created in 2019-2020. The tasks of this committee were re-allocated to the Graduate Enrollment Management (GEM) Group.
2. discussed impact of COVID-19 on Graduate Students and reported findings to the President of the UNC Charlotte Faculty.
3. approved the following proposals originating from the Graduate School:
 - 3.1. New Grade of Satisfactory Progress (SP)/Unsatisfactory Progress (UP) for Continued Research Courses
 - 3.2. Making Standardized Tests Optional for Graduate Admission
 - 3.3. Graduate Assistantship Handbook
 - 3.4. Authorship Dispute Resolution Policy
4. reviewed 150 proposals; 97 proposals (reviewed only by the Graduate Council Chair) were revisions of existing programs or courses; 53 were new proposals (reviewed by the Graduate Council).
5. set up a sub-committee (Craig Allan, Chair, Mona Azarbayjani, and Kent Brintnall) to conduct the annual performance review of the 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.

XIII. Grievance Committee

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1. No new petitions sent to the committee
2. Committee involved in May 2021 Faculty Council conversations about the hiring of a university ombuds to represent both faculty and staff who would not be a faculty member

Respectfully submitted on behalf of the Grievance Committee by

Drew Polly, Chair, Grievance Committee (2020-2021)

XIV. Hearing Committee

Annual Report 2020-2021

Daniel Dupre, Chair

The members of the Hearing Committee held a virtual meeting on May 13, 2020 to discuss whether two cases presented by faculty members who were denied promotion to full professor warranted hearings. The committee found that one case did deserve a hearing while the other case did not.

A third case involving a faculty member who had been terminated arose and a hearing was scheduled. The committee convened the hearing but a settlement was reached before the hearing could begin.

In June, a panel of five members of the committee held the hearing for the faculty member who had been denied promotion to full professor. The faculty member, with an attorney, presented two grounds for overturning the denial of promotion based on material procedural irregularities. The committee upheld the denial of promotion to full professor.

The committee met briefly in the fall of 2020 to select Dan Dupre chair for another year.

XV. Honors Council

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Submitted by Karen Ford-Eickhoff, Chair
April 29, 2021

The full Honors Council met September 30, October 28, and December 2 in 2020 and January 27, February 17, March 17, and April 21 in 2021 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 Executive Director Evaluation Committee, and Honors Curriculum Committee) met to handle matters related to the charges of these subcommittees.

Elected Honors Council members for 2020-2021 were: Robert Campbell (ARTH/COAA), Karen Ford-Eickhoff (MGMT/BCOB), Jessica Schlueter (CCI), Cindy Gilson (COED), Ron Smelser (ECE/COE), Joseph Marino (KNES/CHHS), Eddy Souffrant (CLAS), Didier Dreau (BIOL/CLAS), Amanda Pipkin (HIST/At-large), and Abigail Moore (LIBRARY/At-Large, UHP). In addition, Malin Pereira (Executive Director, Honors College), Mindy Adnot (Associate Director of Curriculum, Honors College), and Shannon Zurell-Carey (Office Administrator, Honors College and Honors Council Recorder) attend Honors Council meetings.

Major Activities, 2020-2021:

1. The Honors Council reviewed proposals from Honors Programs in Math, Education, Business, History, Anthropology, and Nursing. The Council collaborates with Program Directors to make improvements, and we ensure consistency of programmatic rigor and robustness across the University.

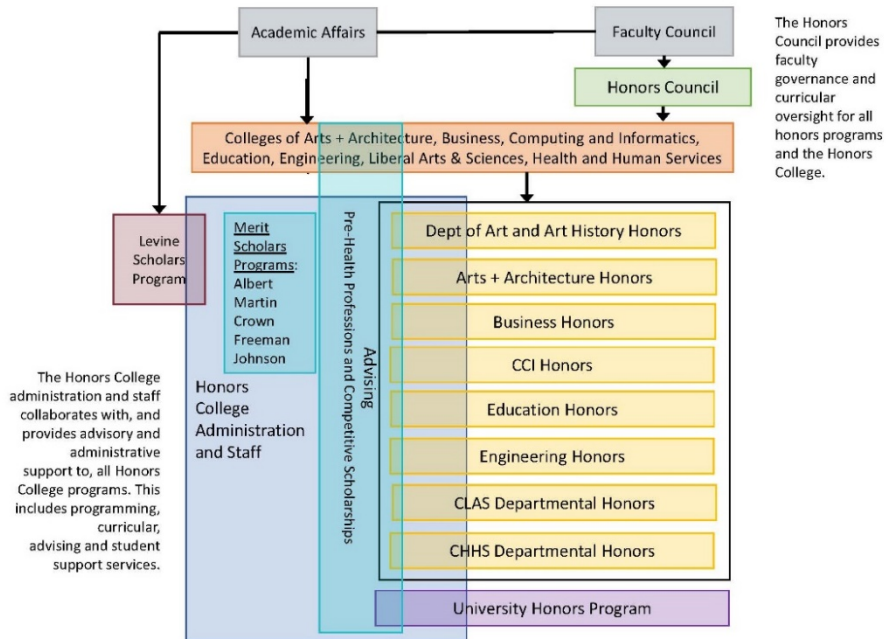
We also worked to align the numbers and acronyms across honors courses so information may be more readily and accurately gathered across programs.

2. We created an *ad hoc* committee to advise the Executive Director on issues related to the COVID-19 pandemic.
3. One of the findings in the Honors College self-study last year was that the roles of the Honors Council and Honors faculty are not well understood by the campus in general. To help rectify this, we:
 - Clarified the role of the Honors Council in the organization chart (attached) to align with the Honors Council Bylaws;

- Developed a campus-wide communications plan for articulating the roles of Honors Faculty, Honors Council, and Honors Program Directors;
 - Honors Council Chair Karen Ford-Eickhoff presented an overview of the role and activities of the Honors Council at the February 2021 Faculty Council meeting so this body, as representatives of the larger faculty, will be more aware of the Council's activities. We plan for the Chair to do this presentation annually since membership on the Faculty Council changes over time.
4. As the elected faculty body governing all honors courses and curriculum at the University, the Honors Council unanimously passed the following policy regarding Honors students and the Pass/No Credit grading option for the 2020-2021 academic year at the December 2, 2020 meeting:
- Any honors student who needs a COVID-related individual exception may work with a faculty member to make a request via this form located on the Honors Faculty page on our website: <https://honorscollege.uncc.edu/about-us/honors-faculty2>
 - Honors students in honors courses may not elect a P instead of a grade for any honors course for honors credit.
5. Based on best practices for diversity, equity, access, and inclusion outlined in the National Collegiate Honors Council (NCHC) recent position paper on enrollment management titled, "Honors Enrollment Management: Toward a Theory and Practice of Inclusion," the Honors Council encouraged all Honors programs to develop holistic honors admission practices as well as to lower barriers to continued participation in honors programs and colleges by utilizing a more holistic assessment process rather than relying substantially on GPA.
6. We created the Honors Council Policy Manual which details the rules and processes of the work of the Honors Council so, as membership on the Council changes over time, the Council can maintain consistency. We believe the Policy Manual will also be a valuable tool for orientation of new Honors Council members each year.

The Honors Council has completed all planned activities -- and activities that were not anticipated at the beginning of the year as well -- for the 2020-2021 academic year and has no unfinished business.

Honors College Organizational and Governance Structure



XVI. Nominations, Honors, and Awards Committee (NHAC)

Annual Report 2020-2021

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

The NHAC first met on September 17, 2020 to plan its work. We formed three working groups. The activities of these groups to date are described below.

The call for nominations for the O. Max Gardner Award went out on September 30 with a deadline of October 5. The working group met on October 17 to discuss and debate the nominations, and they selected Dr. Mark J. DeHaven as our university's nominee for this prestigious award. Dr. DeHaven holds the title of the Dean W. Colvard Distinguished Professor, Professor of Public Health Sciences, in the College of Health and Human Services at UNC Charlotte. The committee then solicited external letters of recommendation. On December 2, 2019, having received 11 external letters, the chair of the sub-committee drafted a letter of support for Dr. DeHaven on behalf of the committee. The working group also selected six of the eleven external recommendation letters for inclusion in the application. The completed application was submitted to the UNC System Office on December 7, 2020 via email.

The working group for the Honorary Degree Advisory Committee distributed a call for nominations with a deadline of October 21 and received one nomination. This nominee was already approved for the honorary degree pool in 2018, as they were nominated and determined eligible that year. The working group met on October 26 and concluded that the nominee met the criteria established by the UNC Charlotte administration and the Board of Trustees. An honorary degree report on the committee's recommendations regarding nominees was sent to the Chancellor on November 20, indicating that in addition to this candidate, two additional candidates, remained eligible for the award according to the criteria, by the estimation of two previous years' committees. At this time, the sub-committee has not heard whether or not any candidates will be receiving an honorary degree in Spring 2021.

The working group for the faculty governance elections called for nominations for the university-wide 2021-2022 Faculty Governance Positions in early February with a deadline of March 26. The final slate of nominations contained at least one nominee for each position, except for two positions, which had zero nominees. The ballot opened on April 12 and closed on April 23, 2021.

Respectfully submitted on April 26, 2021,
Badrul Chowdhury, Professor, Joint Appointment in ECE and SEEM
NHAC Chair

XVII. Part-Time Faculty Committee

Annual Report 2020-2021

This committee did not meet this year.

XVIII. Undergraduate Course and Curriculum Committee (UCCC)

Annual Report 2020-2021

The Undergraduate Course and Curriculum Committee handled all of their proposals via e-mail correspondence and in Curriculog. The committee met virtually on September 18th to demonstrate Curriculog. We did not meet in-person during Fall 2020 and Spring 2021. The committee reviewed twelve Curriculog proposals covering the following proposal types: request to establish degree program, new concentration, new certificate, and program inactivation.

Submitted on 4/18/2021 by Anabel Aliaga-Buchenau, Chair

XIX. University College Faculty Council (UCFC)

Annual Report 2020-2021

This committee met three times during the year in addition to completing work virtually and took several actions:

- The committee approved the addition of METR 1102L to fulfill the General Education "Inquiry into the Sciences" course requirement.
- The committee approved a proposal from the Department of Writing, Rhetoric and Digital Studies to change the course prefix change from UWRT to WRDS 1103 and 1104.
- The committee provided feedback about the ongoing General Education Redesign process.
- The committee reviewed assessment data and completed and submitted John Smail's evaluation.

Respectfully submitted,

Joanne Maguire

Chair, University College Faculty Council, 2016-18 and 2018-20, and 2020-21 (interim)