

FACULTY COUNCIL
Meeting Minutes
February 19, 2015

Present (ex officio): Gregory Starrett (President); Jeffrey Leak (President-Elect); Peter Schmidt (Secretary); Eddy Souffrant (Past President); E. E. Balcos (Alternate, COA+A); Chandra Subramaniam (BCOB); Susan Furr (COED); Meredith Troutman-Jordan (CHHS); Beth Rubin (CLAS); Judy Walker (LIB); Phil Dubois (Chancellor); Ken Lambla (Dean, College of Arts + Architecture); Yi Deng (Dean, College of Computing and Informatics); Robert Johnson (Dean, William States Lee College of Engineering); Nancy Fey-Yensan (Dean, College of Health and Human Services); Nancy Gutierrez (Dean, College of Liberal Arts & Sciences); John Smail (Dean, University College)

Absent: Cynthia Gibas (CCI); Mehdi Miri (COE); Paula Eckard (CLAS); Mark Wilson (CLAS); Joan Lorden (Provost); Arthur Jackson (Vice Chancellor of Student Affairs); Steve Ott (Dean, Belk College of Business); Ellen McIntyre (Dean, College of Education); Tom Reynolds (Dean, Graduate School)

Present (unit representatives): Casper Wiggins (ACCT); Janet Levy (ANTH); Susan Sell (BINF); Shan Yan (Alternate, BIOL); Jing Zhou (BISOM); Joanna Krueger (CHEM); Loril Gossett (COMM); Jack Culbreth (CSLG); John Stogner (CJUS); E.E. Balcos (DANC); Ellen Sewell (Alternate, ECON); Sukumar Kamalasan (ECGR); Jim Hogue (HIST); Erik Wikstrom (KNES); Anastasia Korolova (LACS); Ed Jernigan (MGMT); Charles Bodkin (MKTG); Harish Cherukuri (MEGR); Lan Kolano (MDSK); Jennifer Whitaker (Alternate, MUSC); Yasin Raja (Alternate, PHYS); Nick Caste (Alternate, POLS); Charlie Reeve (PSYC); Andrew Harver (PHS); Ian Binns (REEL); John Reeves (RELS); Mark Ezell (SOWK); Murray Webster (SOCY); Yaorong Ge (Alternate, ITIS); Shawnee Wakeman (Alternate, SPED); Yesim Sireli (SEEM); Carlos Cruz (Alternate, THEA)

Absent (unit representatives): Dean Fitzgerald (AERO); Tanure Ojaide (AFRS); David Thaddeus (SOA); Maja Godlewska (ARTS); Rajaram Janardhanam (CEGR); James Frazier (ITCS); Lisa Driscoll (EDLD); Barry Sherlock (ETCM); Alan Rauch (ENGL); Keener Hughen (FINN); John Diemer (GYES); John Cox (GIAS); Stephanie Otis (LIB); Zhiyi Zhang (MATH); Jared Sloan (MSCI); Mary Smith (SON); Michael Kelly (PHIL)

Also present: Leslie Zenk (Academic Affairs); Matt Wyse (Academic Affairs); Jay Raja (Academic Affairs); Cindy Wolf Johnson (Academic Services); Garvey Pike (CTL); Tina McEntire (Enrollment Management); Malin Pereira (Honors College); Mike Carlin (ITS); David Broome (Legal Affairs); Janet Daniel (OASES); Christopher Knauer (Registrar).

The meeting was called to order at 12:31 pm, Dr. Starrett Presiding.

1. Approval of meeting minutes from January 15, 2015.

No corrections proposed.

Approved via acclamation.

2. Starfish Early Warning System

Dean John Smail gave an overview of the planned implementation of Starfish on the UNC Charlotte campus. Dean Smail reminded the faculty that this system is being mandated for use by General Administration. The starfish system will replace 49er Advisor, and is meant to impact the relationships between students and faculty as well as the relationship between students and their advisors.

Fred Bowen (lbowen11@uncc.edu) was introduced as the team leader for implementation of this new software package. The system implementation is targeted for Fall 2015 in courses that are designated as “First Year – Transfer Top 40” courses. Training sessions for users have begun, and will continue to be offered. Dean Smail is recruiting Starfish “Champions” for each college. He asked that interested faculty contact him directly.

Discussion

A member asked about the disposition of information stored in 49er Advisor. All information stored in 49er Advisor will be migrated to the Starfish platform.

A member asked about the nature of the feedback available in Starfish. In addition to the warnings generated by midterm grades or other instructor input, an option exists that allows instructors or advisors to give positive feedback to the students in cases where this is warranted.

3. IT Infrastructure

Vice Chancellor Mike Carlin gave an overview of planned upgrades to the IT infrastructure on the UNC Charlotte campus. He described the state of our current email system, its susceptibility to failure and the need for a major upgrade. In order to have a system with disaster recovery capability, the campus is moving to email hosted by Google. Calendar functionality will also be moved to Google, and the new system will transition away from MS Exchange.

Additionally, and in support of an initiative to reduce the physical plant required for operations, file storage will be transitioned to DropBox, and away from networked physical storage devices. Faculty will have unlimited storage space and will have the opportunity to transition existing accounts to the new enterprise solution. Personal

accounts may be kept by associating a non-UNC Charlotte email address with a particular account.

Discussion

A member asked about other functionality in Google being made available. This is being studied. Only email and calendar function is planned for initial implementation.

A member asked if MS Exchange was going away completely. MS Exchange will no longer be available after the transition in the summer of 2015. The member asked how much notice the faculty would be given of this change. It will be announced to the general population of faculty soon.

A member asked how Google Drive would be integrated with DropBox. Dr. Carlin stated that Google stored files outside the continental USA, and was therefore unsuitable to some file storage needs at the University. Google Apps will be supported, however.

A member asked how file access would be handled on DropBox. The same access protocols as are in use now will be employed. No access will be granted to non-university parties.

How will data on MS Outlook be migrated? All email, folder structure and contact information will be migrated unless it is stored on a local machine. Any information that needs to be migrated should be uploaded to University controlled storage.

A member asked that this process not begin until after grading for Spring 2015 had been completed, so that student communication would not be impacted. Dr. Carlin agreed, noting that the migration process would take several months to complete.

4. Introduction of Recommendations of the FEC Task Force on Adjusting the Faculty Governance Structure

A document outlining the recommendations of the working group appointed to study this issue is incorporated by reference and is attached to these minutes.

Dr. Starrett gave an overview of the recommendations in the referenced document and the rationale for implementation. These included:

- a. Lengthening the term of the president and redefining the roles of past president and president elect.
- b. Reviewing the interaction, advice and consent of faculty in the formation of administrative committees on campus.
- c. Regularization of procedures for committees to make motions and recommendations to Faculty Council.
- d. Consideration of merging the Constitution and the Standing Rules into a single document entitled "Bylaws".

- e. Review structure of existing standing committees, and reintegrate committees into the operational model now in place on the UNC Charlotte campus.

5. Introduction of proposed changes to the Faculty Constitution and Standing Rules

Mark-ups of the proposed changes to these documents are incorporated by reference and attached to these minutes.

Dr. Starrett discussed the need for changes to these documents, and for the phased approach that is being pursued by the FEC. The plan for implementation is to have discussion of the proposed Constitutional changes at the current meeting, have members discuss the output with their units and then to have these changes debated and endorsed by the Faculty Council at the scheduled meeting in March. A faculty wide election would follow. If proposed changes to the Constitution are approved, related changes in the Standing Rules would then be pursued at the April meeting.

See the attached documents for detailed information in the language changes proposed.

Discussion

A member asked if a post analogous to Assistant or Vice President was discussed or considered. A member of the Task Force replied that this was not considered, since these would run concurrently with a Presidential term. The structure chosen was designed to maximize continuity, to provide overlap of experience and to allow ample time for learning the duties of the office of the President. The fact that the person serving as the Secretary acted as an assistant to the President was discussed.

A member asked Dr. Starrett to outline the rewards and responsibilities of the office of the president. The President is given a one course release for the academic year by the office of the Provost, as well as an administrative stipend. The president organizes meetings of the FEC and the full Faculty Council, vets speakers at these meetings, deals with violations of policy and procedure reported by faculty when redress through normal channels is not available, attends UNC Faculty Assembly meetings and attends University functions as a representative of the faculty. Dr. Starrett noted that there is an associated reduction in research productivity and in student contact, but that the job was an important one, and well worth these trade-offs.

6. Discussion of Leadership Transition in the UNC System

Dr. Starrett gave a brief recap of the recent removal of Dr. Tom Ross as President of the UNC System, and referred to the letter distributed to the faculty urging them to take action on this matter. It was noted that Dr. Ross' replacement would likely be heavily influencing the selection of our next Chancellor. Dr. Starrett received 24 replies to his letter, of which 22 favored a response from the UNC Charlotte faculty as a whole. Discussion of a resolution passed by the UNC System Faculty Assembly (UNCSFA) titled "**Resolution Regarding the Transition in Leadership and Direction of the UNC**

System” (incorporated by reference and attached to these minutes) was conducted. Dr. Starrett solicited comments from those present.

Discussion

A member indicated that the faculty should say something, but commented on the cynicism reflected in some feedback received. Some faculty members feel that the lack of transparency on this issue is troubling.

A member felt that it was important for the UNC Charlotte faculty to speak out as a part of the UNC System as a whole.

A member felt that the request for an explanation is hopeless.

A member felt that the time lag since the event in question would diminish the effectiveness of any response made now.

A member asked “If we don’t respond, who will”? It is important to let the public know where we stand.

A member asked if this should be broached with the Board of Governors (BOG) when they visit campus.

A member thought that students should be more involved in our response and in the circulation of the resolution.

Endorsement of the UNCSFA resolution was moved by the FEC, and seconded. The resolution was endorsed by a unanimous vote.

Dr. Starrett asked the members present if UNC Charlotte should, in the way other UNC campuses had done, attach an additional letter to the endorsement of the resolution of the faculty assembly, indicating local concern not addressed in that document.

The members present agreed that this should be done.

Dr. Starrett will draft a letter, solicit comments and then issue this letter as the official endorsement of the resolution.

7. Report of the Chancellor

Dr. Dubois offered to call Dr. Ross and inform him of the unanimous endorsement of the resolution passed in item 6. He indicated that Dr. Ross would appreciate this action.

The UNC System BOG will convene a meeting on the UNC Charlotte campus during the week of February 23, 2015. This is their first meeting on our campus in several decades.

The meeting in Charlotte is attributable to the fact that the President of the BOG is from Charlotte. The Chancellor asked that faculty keep the larger future of UNC Charlotte in mind when interacting with BOG personnel.

The Chancellor embraced the initiative of the FEC to interact more closely with administration, offering to meet with several committees and to begin inviting the President of the Faculty to his cabinet meetings, when there was interest from the President and when cabinet business allowed for this.

The Chancellor indicated that a significant budget reduction is underway, with the State running \$270 million in the red, and anticipating a 1.25% budget reversion. The Chancellor has anticipated this and has 2% of his budget in reserve to insulate the campus from negative effects. Any monies left over after the budget reversion is finalized will be used for one-time expenditures on campus. The Chancellor also has the maximum carry-forward allowed by law (2.5%) in reserve for next academic year.

A legislative session is underway. UNCC stakeholders attracted 30 legislators to a dinner given in Raleigh. Those present were lobbied for funding for a new science building and for enrollment growth money earned by the campus last year.

Winter closing procedures will be reviewed. In the future, the campus will try to use social media in a more expeditious manner, and will use email to communicate.

Faculty members present expressed our appreciation of the leadership of Chancellor Dubois.

8. Report of the Provost

The Provost did not attend.

9. Report of the President Elect

Dr. Leak gave a description of the COACHE collaboration study survey, and asked members present to urge faculty to respond. A summary of the program is incorporated by reference and is attached to these minutes.

Dr. Leak then gave a brief overview of the report on Faculty Workload issued by UNC General Administration in June of 2014. This report is incorporated by reference and attached to these minutes. He described the two main metrics that GA uses for evaluation, Full Time Equivalent (FTE) and Student Credit Hours (SCH), and the problem that use of these broad metrics masks. Dr. Leak pointed out that using these two metrics alone, the impact of recent budget cuts was not evident. Number of tenured and tenure track faculty has fallen as more adjuncts are hired as stop gaps.

An email message recruiting candidates for the 2015 -2016 academic year vacancies in the faculty governance structure will be sent out by February 20. Please consider running or urging qualified colleagues to do so.

10. Report of the President

Dr. Starrett indicated that he would be distributing information on attending open meetings of the BOG. He asked that if faculty members do attend, decorum appropriate to the event be maintained.

11. New Business

None.

The meeting was adjourned at 1:56 pm.

Submitted

A handwritten signature in black ink, appearing to be the name 'Peter Schmidt', written in a cursive style.

Peter Schmidt, Secretary

Discussion Items for Faculty Executive Committee January 29, 2015

(Chair Ed Jernigan; Alan Freitag; Beth Rubin; Chandra Subramaniam)

1. Revision of the Faculty President's Term in Office
 - a. Move to a two-year term for the Faculty President
 - b. Revise the roles and responsibilities of the Faculty President-Elect and the Past President
2. Establish a Faculty Task Group to review and recommend changes to the Faculty Constitution and Standing Rules
 - a. Consider merging the two documents
 - b. Consider allowing full-time non-tenure track teaching faculty to serve as officers of the faculty, committee chairs, etc.
 - c. Examine the need for the current proportional representation structure of FEC and other committees.
 - d. Revisit the voting status of all ex-officio members of the faculty council
 - e. As a result of growth, rethink the roles and responsibilities of the FEC and the FC.
3. Committees and Committee Structure
 - a. Establish a Working Group to evaluate all faculty committees.
 - i. Identify committees that are no longer necessary
 - ii. Review the existing committee charges to identify those that need to be revised.
 - iii. Make recommendations to the FEC on best practices for integrating and coordinating the activities of Faculty committees and Academic Affairs committees
4. Adopt the attached policies (labeled Appendix A and Appendix B) on requesting faculty participation on standing and ad hoc committees outside the Faculty Governance structure and Procedures for submitting Motions/Resolutions from committees to FEC.

APPENDIX A

Recommended procedures for requesting faculty participation on standing and ad hoc committees outside the Faculty Governance structure.

Requests for faculty representation on new standing or ad hoc committees directly or indirectly related to faculty governance should be submitted by the convening authority in writing to the Faculty Executive Committee. That request should identify the name and purpose of the committee, its structure, its aim and responsibility, whether it is a policy making or advisory body, the requested number of faculty representatives, the duration of the appointment, the anticipated meeting schedule, the expected workload, and the general qualifications of suitable candidates. If it is an ad hoc committee, its expected establishment and disestablishment dates should also be provided.

The FEC will consider the request at its next scheduled meeting. If the request is approved, the Faculty President will extend an invitation to Faculty Council members and to all eligible faculty members soliciting interest in serving on the committee. This will constitute Faculty Council appointment as prescribed in F.3. above. Interested faculty members will be instructed to contact the convening authority directly.

The convening authority will review candidates and select a candidate or candidates to join the committee, reporting that selection to the Faculty President. The process would be repeated as needed to fill committee vacancies that occur. The Faculty President will ensure that faculty members serving on these extra-Council committees are recognized on the Faculty Council Web site and in other relevant documents.

Faculty members serving on extra-Council committees will periodically, at the request of the Faculty President, report their committee activity to the FEC.

APPENDIX B

RECOMMENDED PROCEDURES FOR SUBMITTING MOTIONS/RESOLUTIONS FROM COMMITTEES TO FACULTY EXECUTIVE COMMITTEE FOR FACULTY COUNCIL AGENDAS

- According to *Robert's Rules*, *motions* are proposals for action by the group (the Faculty Council, in this instance). *Motions* from committees to the FEC must be in writing and should begin with a clear statement such as, “The _____ Committee moves that we establish an ad hoc committee to consider the issue of . . .,” or “The _____ Committee moves that we adopt the following proposal: . . .” Subsequent language in the motion should also be clear, describing precisely what it is the committee is proposing. Using clear, actionable language will focus discussion in the Faculty Council meeting and reduce the risk of misunderstanding or confusion, especially when it comes to voting on the measure.
- A *Resolution* is a type of motion that expresses a statement of policy, principle, sentiment or feeling. A *resolution* generally has a preamble (one or more “whereas” statements) followed by a declarative conclusion (one or more “therefore be it resolved” statements).
- *Motions*, including *resolutions*, submitted by committees to the FEC for Faculty Council agenda inclusion will be considered on their merits by FEC members. The FEC, after discussion, may exercise several options:
 - The FEC may vote to place the item on the Council agenda. Doing so does not necessarily imply FEC endorsement of the motion but rather that the FEC deemed the item worthy of Council discussion and vote. The FEC may forward the item to the Council with or without comment. If a comment is included, that comment may express support for or opposition to the item.
 - The FEC may ask the submitting Committee representative on the FEC to effect specific and minor changes to the *motion* with the stipulation that, assuming those changes are made, the item may go forward to the Faculty Council.
 - The FEC may defer a vote and request that the submitting Committee further refine the *motion* or submit additional material, supporting data, or other items to facilitate a more informed determination. The revised *motion* or the original motion with additional material will then be considered at a subsequent FEC meeting.
 - The FEC may vote against the item and decline to forward the item to the Council. In that case, the FEC should normally provide its reasoning to the submitting Committee.

- When a *motion* reaches the Faculty Council in this manner, it is considered a motion to the floor and need only be seconded to begin discussion. The motion is then subject to treatment under *Robert's Rules*. In that sense, the *motion* may be voted for or against, postponed, referred to committee, objected to, divided, rescinded after approval, amended, laid on the table, withdrawn, reconsidered, etc.



CONSTITUTION OF THE FACULTY

THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE

Ratified October 18, 1972

Amended April 17, 1975
Amended April 15, 1976
Amended April 25, 1978
Amended November 2, 1978
Amended December 12, 1980
Amended October 15, 1981
Amended April 26, 1984
Amended November 15, 1984
Amended April 3, 1986
Amended September 17, 1987
Amended May 4, 1989
Amended September 19, 1991
Amended November 19, 1992
Amended January, 1999
Amended April 22, 1999
Amended April, 2001
Amended May 5, 2005
Amended March 30, 2006
Amended November 6, 2008
Amended January 22, 2009
Amended April 21, 2011
Amended February 21, 2013
Amended January 23, 2014
[Amended XXX X, 2015](#)

To the Members of the Faculty Council:

The Faculty Executive Committee, on the recommendation of its Task Force on Adjusting the Faculty Governance Structure, moves that the Faculty Council approve the following changes to the Constitution of the Faculty of UNC Charlotte. Text in this document in **red** indicates material to be stricken; text in **blue** indicates material to be added. Text in **green**, well, that's just notes like this one, not intended for inclusion in the document.

Adopting these changes to the Constitution will require a majority vote of the Faculty Council, and a 2/3 majority of votes returned in a balloting of the Faculty.

Summary of Proposed Changes:

Article VI, Sections 1 and 3, to lengthen the Presidential term from one to two years.

Article IV, Section 4, to adjust the role of the Past President.

Article V, Section 1, to alter the membership in the FEC. Please note that this change permanently reduces the membership in the FEC, and by extension the faculty representation on Faculty Council, by one person.

**CONSTITUTION OF THE FACULTY
THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE**

PREAMBLE

We, the Faculty of the University of North Carolina at Charlotte, in order to create a system of governance which will permit the exercise of such authority as may be granted to us and the sharing thereof with other elements of the University Community and also among ourselves as separately identified faculties, do establish this Constitution for the Faculty of the University of North Carolina at Charlotte.

The term “Faculty” as used in this document, refers to that group of individuals defined in Article I. When the term “faculties” is used, it refers to the several faculties of the individual colleges and/or programs which comprise the University.

ARTICLE I

The faculty of the University of North Carolina at Charlotte, hereinafter known as the Faculty, shall consist of all full-time persons holding academic rank of lecturer or above, regardless of modifying adjectives. The number of Faculty constituting quorums and proportions eligible to propose actions under Articles VII.3, VIII.1, IX.1 and IX.2, shall be calculated on the basis of the most recent figure reported publicly by the Office of Institutional Research.

**ARTICLE II
RIGHT TO VOTE AND HOLD OFFICE**

Part-time Faculty and Visiting and Adjunct Faculty may not vote or hold office under this Constitution. Only Faculty with tenure may serve as a faculty president, president-elect, secretary, faculty standing committee chairperson, and member of the Faculty Executive Committee, except in the cases of faculty who give up tenure in phased retirement and members of the Library Faculty with the rank of associate professor and above. Faculty with administrative appointments, such as Chairpersons, Directors, and Deans, shall not serve on the Executive Committee of the Faculty. The Chancellor may serve, in accordance with The Code, as the Chairperson ex officio of the Faculty and the Faculty Council.

**ARTICLE III
PURPOSE AND AUTHORITY OF THE FACULTY**

Section 1: General Purpose

The Faculty shall strive to preserve, generate, transmit, and apply knowledge and understanding and to foster and support a vital spirit of open inquiry and critical thinking.

Section 2: Justification for Faculty Authority

The Faculty accepts the major portion of accountability for the quality of instruction and scholarship at this university. Therefore, it is fitting and proper that responsibility and authority, both primary and shared, for certain functions within the University be assigned and delegated to the Faculty and that the process for the discharge of these responsibilities and the exercise of this authority be defined.

Section 3: Policy-Making, Not Implementation

In identifying functions for which authority, primary or shared, should be delegated to the Faculty, the emphasis is on the formation of policy. It is recognized that the primary responsibility for the implementation of academic policy rests with the administration of the University, subject to The Code Provisions of The University of North Carolina and other pertinent documents.

A. Policy-Making Responsibilities and Authority

Subject to the delegation of authority from the Chancellor and to the regulations and/or policies of the Board of Trustees of The University of North Carolina at Charlotte, the Board of Governors of The University of North Carolina, and the President's Office, the Faculty assumes primary policy-making responsibility for:

1. setting minimal general degree requirements for the University, to which the faculties of individual colleges and programs may add additional requirements for their graduates;
2. setting minimal University admission standards, to which the faculties of individual colleges or programs may add additional standards, and/or for which the faculties of individual colleges and programs may set higher standards than those set by the Faculty generally;
3. establishing academic plans and curricula and developing and reviewing proposed new programs, including auxiliary academic programs (e.g., continuing education);
4. establishing grading systems and setting academic policies concerning withdrawal, suspension, and retention;
5. establishing policies and standards for the granting of academic credit;
6. establishing policies for the granting of degrees, academic and honorary, and acting to award such degrees;
7. establishing policy, within the limitations of The Code, and the tenure document, concerning promotion, appointment, reappointment, tenure, and post-tenure review of faculty (It is recognized that the tenure document is, and will continue to be, subject to judicial interpretation and to interpretation by the administration after hearing the

- advice of appropriate faculty bodies as designated by the Faculty Council);
8. establishing policies governing academic counseling of students;
 9. establishing policy for the allocation of those UNC Charlotte research funds which are open to the solicitations of the general faculty; and
 10. establishing policies and procedures for the faculty review of University administrators.

B. Consultation Responsibilities

The Faculty Council will be consulted in time to permit the forwarding of faculty recommendations when decisions are impending on policies concerning:

1. the academic calendar,
2. salary increases,
3. academic leave,
4. academic workloads,
5. allocation of academic positions,
6. appointment of administrators,
7. library user services and collection department,
8. grants and contracts,
9. academic computer use,
10. course scheduling,
11. allocation and use of existing facilities,
12. transportation and parking,
13. program and design of new facilities,
14. changes in the formal structure of colleges, departments, or other units in the division of Academic Affairs.

ARTICLE IV OFFICERS OF THE FACULTY

Section 1: President of the Faculty

A President of the Faculty shall preside over all meetings of the Faculty and the Faculty Council not chaired by the Chancellor and shall chair the Faculty Executive Committee.

Section 2: President-Elect

A President-Elect shall be elected at-large to serve in the absence of the President and to ascend to the office of President the year following election. The President-Elect shall serve as the Chairperson-Elect of the Faculty Executive Committee. The President-Elect shall serve as a delegate to the Faculty Assembly of the University of North Carolina.

Section 3: Secretary

A Secretary of the Faculty shall be elected at-large; shall keep minutes and all other records of the meetings of the Faculty, the Faculty Council, and the Faculty Executive Committee; and shall

conduct all correspondence of the Faculty, the Faculty Council, Faculty Executive Committee and the Chair of the Faculty Academic Planning and Budget Committee.

Section 4: Past-President

During years when there is no President-Elect, the immediate Past President shall serve in the absence of the President. The Past President shall serve as a delegate to the Faculty Assembly of the University of North Carolina, and as a member of the ~~The immediate Past President shall serve as Chairperson of~~ the Faculty Academic Planning and Budget Committee.

**ARTICLE V
EXECUTIVE COMMITTEE AND OTHER COMMITTEES**

Section 1: Composition of the Executive Committee

The Executive Committee of the Faculty and the Faculty Council shall consist of the President, ~~the President-Elect~~, the Secretary, the President-Elect or the immediate Past President, three members elected by the Faculty of the College of Liberal Arts and Sciences, one member elected by each other College of the University, and one member elected by Faculty members of the Library.

Section 2: Powers and Duties of the Executive Committee

The Executive Committee shall have the power to conduct the affairs of the Faculty as defined in Article III, subject to the approval of the Faculty Council. The Executive Committee shall represent the Faculty when the Chancellor or the Provost require Faculty consultation under The Code during the summer sessions or when emergencies arise that require a University response prior to the next meeting of the Faculty Council.

Section 3: Bylaws of the Executive Committee

The Executive Committee of the Faculty, subject to the approval of the Faculty Council, shall establish its own bylaws concerning its internal operation and its reporting function.

Section 4: Standing and Special Committees

The Executive Committee shall have the power to establish, subject to the approval of the Faculty Council, any Standing or Special Committees necessary for conducting the business of the Faculty.

Section 5: Reporting and Consulting Responsibilities of Committees

The Executive Committee and all other Committees shall report regularly to the Faculty Council and shall seek consultations with administrators to whom reports and recommendations are submitted if clarification or support of Faculty positions is needed.

ARTICLE VI ELECTIONS

Section 1: Nominations

~~The Executive Committee shall appoint a Nominating Committee chaired by the President-Elect, which shall nominate at least two people, if possible, to fill each vacancy in the Standing Committees and the offices of the Faculty.~~

The Nominating Committee shall report to the Faculty Executive Committee. ~~Additional n~~ Nominations for Officers of the Faculty Council, standing Committee Chairs or at-large members of standing Committees may be made by any member of the Faculty Executive Committee or the Faculty Council. In addition, the Nominating Committee shall issue open calls for nominations to the Faculty.

Section 2: Elections

The Faculty has the right to elect the Officers of the Faculty and the at-large members of the Standing Committees of the Faculty. If there is only one nominee for a position the Faculty Council shall act for the entire Faculty and elect that individual by acclamation. If there is more than one nominee, the entire Faculty shall elect by a mail or secure electronic ballot. A plurality of the ballots cast shall be necessary for election.

Section 3: Election of Officers

The election of the President-Elect shall be held in the Spring of even-numbered years. The elected individual will serve as President-Elect for one year, as President for the next two years, and as Past-President for the next one year. The election of the Secretary shall be held in the Spring of each year. The Secretary shall serve for one year. If for any reason an elected officer of the Faculty cannot fulfill the duties of his office, an election for that office shall be held in accordance with this Article. The officers of the Faculty and the members of the Faculty Executive Committee shall assume their new terms at the conclusion of the final Faculty Council meeting of the academic year. The members of the Faculty Executive Committee not elected at-large shall serve two-year terms, staggered so that half of them shall be elected each year.

Section 4: Alternate

Each duly elected member of the Faculty Executive Committee (except the president, president-elect, and the secretary), the Faculty Council, or any committee subordinate thereto who is unable to attend any meeting of the group of which he is a member may have his place taken by an alternate duly elected by the unit he represents. Committee members elected by the faculty as a whole shall have alternates elected by the faculty as a whole.

Section 5: Vacancies

When vacancies in committee membership or alternate positions would place undue hardship on individuals involved with committee business or on the fulfillment of the purposes of the committee if the regular replacement procedures were followed; the President of the Faculty with the concurrence of a 2/3 vote of the Faculty Executive Committee, shall have the authority to appoint faculty members to fill the vacancies. The appointees will serve until the next regularly scheduled annual election. In making appointments, the President shall endeavor to maintain committee composition similar to that existing prior to the occurrence of the vacancy. The appointive power is only available under the extraordinary circumstances contained in this Section.

Section 6: Chairs of Standing Committees

~~For Standing Committees whose Chairs are~~ For any Standing Committee whose Chair is chosen through university wide elections, individuals; may serve not more than two consecutive terms (four years) as Chair. Following a second consecutive term as Chair an individual must wait at least one term (two years) before becoming eligible to be nominated to run for Chair.

~~For advisory Standing Committees whose Chair is~~ For any advisory Standing Committee whose Chair is elected by the members of the committee, individuals may serve no more than four consecutive years as Chair. Following a fourth consecutive year as chair and individual must wait at least two years before becoming eligible to be nominated to run for Chair.

This term limit does not preclude an individual from serving as a regularly elected member of a Standing Committee following his/her consecutive terms as Chair.

ARTICLE VII FACULTY COUNCIL

Section 1: Composition of the Faculty Council

- A. The ex-officio, voting members of the Faculty Council shall be: the members of the Faculty Executive Committee, the Chancellor, the Provost and Vice Chancellor for Academic Affairs, the Vice Chancellor for Student Affairs, the Vice Chancellor for Research and Economic Development, the Dean of University College, the Dean of the Graduate School, the Dean of the Library, and the Deans of each of the Colleges of the University.
- B. The Faculty of each unit entitled to an elected, voting member of the Faculty Council shall choose its representative, by a simple majority of the votes cast, no later than the second Thursday in April of each year to serve for a one-year term. The academic units entitled to such a representative are:

Accounting
Aerospace Studies
Africana Studies
Anthropology
Architecture
Art & Art History

Bioinformatics & Genomics
Biological Sciences
Business Information Systems & Operations
Management
Chemistry
Civil & Environmental Engineering

Communication Studies
Computer Science
Counseling
Criminal Justice & Criminology
Dance
Economics
Educational Leadership
Electrical & Computer Engineering
Engineering Technology and Construction Management
English
Finance
Geography & Earth Sciences
Global, International & Area Studies
History
Kinesiology
Languages & Culture Studies
Library
Management
Marketing

Mathematics & Statistics
Mechanical Engineering & Engineering Science
Middle, Secondary & K-12 Education
Military Science
Music
Nursing
Philosophy
Physics & Optical Science
Political Science and Public Administration
Psychology
Public Health Sciences
Reading & Elementary Education
Religious Studies
Sociology
Social Work
Software & Information Systems
Special Education & Child Development
Systems Engineering and Engineering Management
Theatre

C. Changes in entitlement to representation of units may be designated by a 2/3 vote of the Faculty Council as changes in the University may justify.

D. Academic unit names may be changed in the Faculty Constitution with a majority vote of a quorum of Faculty Council members. Academic unit names may be added to the Faculty Constitution when the new unit receives final approval.

Section 2: Powers and Duties of the Faculty Council

The power to conduct the affairs of the Faculty, as described in Article III, shall reside with the Faculty Council.

Section 3: Meetings

The Faculty Council shall have at least three regularly scheduled meetings per year. Special meetings shall be called by the President of the Faculty when requested to do so by the Faculty Executive Committee, the Chancellor, or upon a written or electronic petition endorsed by 10% of the Faculty members presented to the President.

Section 4: Quorum

A quorum shall consist of a majority of the members of the Faculty Council.

Section 5: Parliamentary Authority

The rules contained in Robert's Rules of Order, Newly Revised, the latest edition, shall govern the Faculty Council in all parliamentary situations not covered by this Constitution or the laws of the State of North Carolina.

Section 6: Recall Provision

Any academic unit included in Section 1.B above may recall its representative to the Faculty Council by majority vote of the voting members of that academic unit.

**ARTICLE VIII
AMENDMENTS**

Section 1: Proposal

An amendment to this Constitution may be proposed by the Faculty Executive Committee, by any of the faculties, or by a written or electronic petition endorsed by 10% of the Faculty. Such a proposed amendment shall be placed by the President of the Faculty on the agenda of the Faculty Council. A simple majority vote of the Faculty Council in support of the amendment shall make the proposed amendment eligible for adoption.

Section 2: Adoption

The adoption of amendments to this Constitution requires a mail or secure electronic ballot by the entire Faculty. A two-thirds majority of the ballots cast shall be necessary to pass any amendment.

**ARTICLE IX
GENERAL FACULTY MEETINGS**

Section 1: Purpose and Call

A general meeting of the Faculty may be called by the Chancellor at any time and shall be called by the President of the Faculty only upon written or electronic petition endorsed by at least 10% of the Faculty members. A general Faculty meeting shall be for the purpose of communication, discussion, and/or to determine whether or not an issue warrants a faculty referendum.

Section 2: Quorum

A quorum shall consist of 25% of the entire Faculty.

Section 3: Parliamentary Authority

The rules contained in Robert's Rules of Order, Newly Revised, the latest edition, shall govern the Faculty in all parliamentary situations not covered by this Constitution or the laws of the State of North Carolina.

Section 4: Faculty Referendums

Faculty referendums must be conducted by mail or secure electronic ballot, may be conducted only during the academic year, and shall be valid only if 50% or more of the eligible voters return ballots. A plurality of the ballots cast shall represent the decision of the Faculty. The decision shall be forwarded by the President of the Faculty to the Chancellor and other appropriate University bodies and/or officers.



UNC CHARLOTTE

The University of North Carolina at Charlotte
9201 University City Boulevard
Charlotte, NC 28223

STANDING RULES OF THE FACULTY COUNCIL

THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE

September 1979

Amended by Faculty Council on November 20, 1980
on March 4, 1982
on November 18, 1982
on January 26, 1984
on April 26, 1984
on February 7, 1985
on March 4, 1985
on May 2, 1985
on April 3, 1986
on May 1, 1986
on February 19, 1987
on March 3, 1988
on May 10, 1989
on September 17, 1992
on April 15, 1993
on September 21, 1995
on March 28, 1996
on January 23, 1997
on February 19, 1998
on April 16, 1998
on November 12, 1998
on February 18, 1999
on April 22, 1999
on April 19, 2001
on March 2002
on February 20, 2003
on March 2003
on April 2003
on September 2003
on September 23, 2004
on September 15, 2005
on March 30, 2006
on March 26, 2009
on April 23, 2009
on November 19, 2009
on September 23, 2010
on February 17, 2011
on November 17, 2011

on February 23, 2012
on March 22, 2012
on April 24, 2014

To the Members of the Faculty Council:

The Faculty Executive Committee, on the recommendation of its Task Force on Adjusting the Faculty Governance Structure, moves that the Faculty Council approve the following changes to the Standing Rules of the Faculty Council. Text in this document in **red** indicates material to be stricken; text in **blue** indicates material to be added. Text in **green**, well, that's just notes like this one, not intended for inclusion in the document.

Adopting these changes to the Standing Rules will require a majority vote of the Faculty Council.

Summary of Proposed Changes:

Article V, Section 3.A.4 (page 9 in this draft)

Specify that the Faculty Academic Planning and Budget Committee (FAPBC) is responsible for periodically reviewing the governing documents of the Faculty, which now include the Constitution and the Standing Rules, and proposing to Faculty Executive Committee appropriate changes. (This will allow us to carry through next year on the more complex elements of examining our committee structure, and making more substantial alterations to the governing documents, as recommended by the Task Force).

Article V, Section 3.A.5, 3.A.6, 3.A.7 (page 9 in this draft)

Alter the membership of the FAPBC, given that there will no longer be both a President-Elect and Past President serving at the same time.

Article V, Section 3.B (pages 9 and 10 in this draft)

Because there will no longer be a President-Elect each year to put together a Nominations Committee, we will need a standing Nominations Committee to develop slates of nominees for open positions in Faculty Governance. However, in order not merely to add one more committee to our already lengthy list, the FEC proposes that the Nominations Committee be constituted as the *Nominations, Honors, and Awards Committee* (NHAC). This body would combine the functions of several current committees whose purpose is to name candidates or develop lists of nominees for awards, honors, and election slates.

The Nominations, Honors, and Awards Committee will integrate the functions of the Nominations Committee, the O. Max Gardner Award Committee and the Honorary Degree Advisory Committee. The President-Elect or Past President will serve as *ex officio* voting members of the NHAC, and, as now is the case, the President-Elect will coordinate the nomination of the O. Max Gardner candidate when s/he is serving.

Article V, Section 6.E (pages 26 and 27 in this draft)

Incorporate procedures for gaining faculty representations on committees outside the Faculty Governance structure, as recommended by the Task Force.

Article V, Section 7 (page 27 in this draft)

Clarify reporting requirements of standing and ad-hoc committee chairs.

Article V, Section 8 (pages 28 and 29 in this draft)

Incorporate procedures for submitting motions to the FEC for inclusion on the FC agenda, as recommended by the Task Force.

Article VI, Section 2 (pages 29 and 30 in this draft)

Adjusting the membership of our Faculty Assembly delegation, given that there will not be a President-Elect each year to serve as our fifth delegate.

**STANDING RULES OF THE FACULTY COUNCIL OF
THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE**

**ARTICLE I
DEFINITIONS AND SOURCES OF AUTHORITY**

The composition, powers, duties, meetings, quorum, parliamentary authority and recall provision of the Faculty Council are defined in Article VII of the Constitution of the Faculty. Officers of the Faculty and of the Faculty Council are listed in Article IV of the Constitution.

**ARTICLE II
PURPOSE OF THESE STANDING RULES**

It is the purpose of these Standing Rules to establish normal operating procedures for the Faculty Council. The Constitution of the Faculty (Article VII, Section 2) gives the power to conduct the affairs of the Faculty to the Faculty Council. It further provides (Article V, Section 7) that “the Executive Committee and all other Committees shall report regularly to the Faculty Council.” It specifies the functions over which the Faculty, through the Faculty Council, will have authority. The articles that follow specify the relationships among the Faculty Council, the Faculty Executive Committee, and other Faculty Committees. This document supersedes the By-Laws of the Executive Committee of the Faculty as ratified March 21, 1973 and subsequently amended.

**ARTICLE III
FACULTY EXECUTIVE COMMITTEE (FEC)**

Section 1: The composition, powers, and duties of the Faculty Executive Committee are established in the Constitution of the Faculty, Article V.

Section 2: The Faculty Executive Committee shall be responsible for establishing the agenda of the Faculty Council and for ensuring that Faculty business is handled with dispatch. All matters coming to the Faculty for consideration by the Faculty Council under the provisions of Article III, Section 3 of the Constitution (except for curriculum proposals) shall be addressed to the President of the Faculty. When the issue is appropriate to the

charges of more than one committee, the President may refer the matter to more than one committee. The President however, shall designate the appropriate standing or special committee that is to draft a single recommendation, which may include minority recommendations, for the Executive Committee.

The President will establish the latest date by which the recommendation is to be completed for Executive Committee review. At its discretion, the Faculty Executive Committee may refer a committee recommendation back to that or another committee for reconsideration or revision, but the standing or special committee to which the matter was initially referred may then require direct transmittal of its recommendation to the Faculty Council.

Section 3: Meetings of the Faculty Executive Committee

- A. The Executive Committee shall establish regular meeting times. The Faculty President may call special meetings in addition to regularly scheduled meetings in order to conduct the affairs of the Faculty. The Secretary of the Faculty shall distribute, with one week's notice to all members, a full agenda for each meeting.
- B. All meetings shall be conducted according to the rules contained in Robert's Rules of Order, Newly Revised.
- C. A Quorum shall consist of two thirds of the Executive Committee.

**ARTICLE IV
MEETINGS OF THE FACULTY COUNCIL**

The Constitution of the Faculty (Article VII, Section 3) specifies that the Faculty Council shall have at least three regularly scheduled meetings per year. As a standing procedure, regular meetings will be held at least three times each semester on a schedule to be determined at the beginning of the academic year by the Executive Committee. The agenda for each meeting, regular or special, will be distributed by the President at least one week prior to the meeting. When the Faculty Council takes actions on a recommendation from a Standing or Special Committee, the Secretary of the Faculty will report this action to the originating committee in a timely manner.

ARTICLE V COMMITTEES

Section 1: Committees of the Faculty:

- A. Committees of the Faculty are of two types: the first type includes those responsible for action relating to Section 3, Paragraph A of Article III of the Faculty Constitution, for which the Faculty assumes primary policy-making responsibility. The second type includes those committees responsible for actions described in Section 3, Paragraph B of Article III of the Faculty Constitution, concerning which the Faculty has consultative responsibilities, but which do not lie totally within Faculty jurisdiction. In addition to submitting all proposals to the Executive Committee for Faculty Council review, all committees of either type will submit annual written reports to the Faculty Council prior to the last scheduled Faculty Council meeting of each academic year. This report will include information on committee workload, the status of unfinished business, newly established procedures, and general effectiveness.
- B. The Faculty membership of each standing committee concerned with primary policy-making and academic planning responsibilities of the Faculty shall consist of the following except the Academic Planning and Budget Committee, the Faculty Research Grants Committee, and the Honors Council:
- a. 1. One Faculty member elected by each college except the College of Liberal Arts and Sciences, which will elect three representatives. Each college will elect one alternate to serve in the absence of an elected member;
 - b. 2. One member elected by the Library;
 - c. 3. Chairperson elected by the University Faculty;
 - d. 4. The Undergraduate Course and Curriculum Committee, Faculty Academic Policies and Standards Committee, the Faculty Advisory Summer Sessions Committee, and the University College Faculty Council will include one full-time undergraduate member selected by the Student Government Association;

- e. 5. The Faculty Academic Policies and Standards Committee, the Faculty Advisory Summer Sessions Committee will include one full-time graduate member selected by the Graduate Student Association;
- f. 6. The Faculty Research Grants Committee will consist of two members elected by each college except the College of Liberal Arts and Sciences which will elect six members.
- g. 7. The term of membership for members and the chairpersons of standing committees shall be two years beginning with the conclusion of the April Faculty Council meeting. To insure continuity, terms of Faculty elected by the colleges shall be staggered so that one half of these members are elected each year.
- h. 8. Nominations for an election of chairperson shall be as provided in Article VI of the Faculty Constitution for at-large members of the standing committees of the faculty. The Nominations Committee shall give preference to candidates that have previously served on the relevant committee.

Section 2: Committee Actions between Academic Years

- A. It shall be general policy that faculty committees function only during the academic year (beginning with Convocation and ending with Commencement).
- B. When as determined by the President of the Faculty or in his/her absence the Chancellor, committee action is required between Commencement and Convocation, the following procedures shall apply:
 - 1. If a majority of committee members on nine month appointments is available, the committee shall function as during the year.
 - 2. If a majority of committee members on nine month appointments is not available:
 - a. For cases in which committee action is not mandated by law, the Code of the University of North Carolina, or the policies of UNC Charlotte, the Chancellor or delegated faculty executive officer shall make the decision after consultation with those committee members who are available.
 - b. For cases in which committee action is required by law, the Code of the University of North Carolina, or the policies of UNC Charlotte, the

Faculty President or his/her designee shall appoint replacements for absent members, and an attempt shall be made to maintain the department/college balance of the original committee.

- c. Summer committee work shall be on a voluntary basis with no sanctions against those refusing to serve.

(These procedures do not apply to the Faculty Grievance Committee and the Faculty Hearing Committee whose members are elected by the Faculty in accordance with the Tenure Policies, Regulations and Procedures of the University of North Carolina at Charlotte or the Procedures for Resolving Faculty Grievances Arising from Section 607(3) of The Code of the University of North Carolina.)

Section 3: Standing committees concerned with primary policy-making and academic planning responsibilities of the Faculty:

A. Faculty Academic Planning and Budget Committee (FAPBC)

1. The Academic Planning and Budget Committee provides advice to the Provost in the following areas:
 - a. Design of the academic planning process to be used in the revision of the campus academic plan and the related college and departmental plans.
 - b. Review and comment upon proposed revisions of campus, college, and departmental academic plans.
 - c. Annual allocation of faculty positions in terms of their relationship to the academic plan of the campus and its constituent units.
 - d. Development of budgetary strategies and options in light of projected increases in or reductions to the Academic Affairs budget, including the annual budgetary reversion.
 - e. Review and provide feedback to the Provost with respect to budgetary decisions concerning the continuing budget and reversion management.
2. Establish and approve final versions of the campus academic plan.
3. Submit the approved campus plan to the Faculty Executive Committee and the Faculty Council for approval.

4. Periodically review the governing documents of the Faculty, including the Constitution and the Standing Rules, and make recommendations regarding changes therein to the Faculty Executive Committee.
4. 5. The membership of the committee is comprised of the following:
 - a. President of the Faculty and the President-elect or Past President of the Faculty
 - b. Two at large members of the Faculty Executive Committee (elected by the Faculty Executive Committee for two-year non-overlapping terms)
 - ~~e. The past President of the Faculty~~
 - d. ~~One~~ Two senior members of the Faculty to be appointed by the current Faculty President and Provost and Vice Chancellor of Academic Affairs.
- ~~5.~~ 6. ~~The chairperson will be the Past President of the Faculty.~~ The Chair of the FAPBC shall be elected by its members at the beginning of each Fall semester, and shall serve until the following year's election. The current President shall not be eligible to serve as Chair of the FAPBC.
- ~~6.~~ 7. Term of membership for each member is a two-year term with the exception of the President of the Faculty who would normally serve for ~~three~~ four years (i.e., one year as President-elect, ~~one-year~~ two years as President, and one year as Past President of the Faculty).
- ~~7.~~ 8. The chairperson of the committee shall submit an annual report to the Faculty Council prior to the end of the academic year.

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

1. The NHAC is responsible for developing slates of candidates and nominees for at-large elected positions in faculty governance, for the O. Max Gardner Award, and for making recommendations to the Board of Trustees regarding Honorary Degrees. The Committee may develop its own rules and procedures subject to the special requirements of each of these responsibilities as specified below.

2. Membership. In addition to the membership specified by Article V, Section 1.B(1, 2, 3) of the Standing Rules, the currently serving President-Elect or Past President of Faculty Council will serve on the NHAC.

3. Nominations. Nominations for open positions for Officers of the Faculty, chairs and at-large members of Standing Committees shall proceed as specified in Article VI, Section 1 of the Constitution of the Faculty.

4. O. Max Gardner Award. Each Fall semester the NHAC selects a UNC Charlotte Faculty nominee for the prestigious University system wide O. Max Gardner award. In order to complete this charge, the committee shall solicit nominations from each college and its Dean; collect required letters of support for inclusion in the nominee's dossier; solicit necessary information from the nominee in preparation of the dossier; prepare the faculty letter of support for inclusion in the dossier; notify the Faculty Executive Committee and Faculty Council of their recommendation; and forward all materials to the Chancellor in a timely manner for final recommendation.

a. The President-Elect of the Faculty shall assume the responsibility for coordinating these activities during the year they are serving on the NHAC.

5. Honorary Degrees. The Board of Trustees has the legal right to grant honorary degrees in the name of the University. The Faculty will advise the Board of Trustees on this matter through the NHAC, working with the Trustees and the Chancellor to suggest individuals for honorary degrees. On the matter of Honorary Degrees the NHAC shall keep its deliberations confidential at all times, and shall report only to the Board of Trustees and the Chancellor rather than to the Faculty Council.

C. Undergraduate Course and Curriculum Committee (UCCC)

1. The function of the UCCC shall be to review and make recommendations on curriculum and course proposals.

a. Unless otherwise directed by the Faculty Council, the UCCC may not receive any curriculum proposal for consideration until it has been approved by the

college (or administrative unit not within a college) which would be responsible for administering the program.

- b. Each college (or administrative unit not within a college) shall determine the internal processes (such as departmental approval, etc.) which shall be necessary for curriculum approval within that unit. However, student participation at the college and departmental levels is strongly recommended.
 - c. Upon approval by the college or administrative unit not within a college the proposal shall proceed to the administrative executive officer of that unit (e.g., Dean, Director, etc.), who shall forward the proposal to the UCCC for review and recommendation.
 - d. Throughout the entire consideration process from the smallest base unit (such as a department) through the Faculty Council, it is presumed that the principle of recommendation and referral shall be applied, that appropriate consultation with affected units throughout the University shall occur, and that any pertinent written communication (e.g., objection, minority reports, etc.) shall become part of the proposal. Lack of appropriate consultation with affected units will result in the return of the proposal to the originating unit.
2. In reviewing the proposal, it is incumbent upon the UCCC to ensure:
 - a. that appropriate units of the University have been given an opportunity to comment on the substance of the proposal and that pertinent written communications have become part of the proposal, and
 - b. that the quality and content of the proposals are consistent with the current academic plan.
 3. Proposals submitted to UCCC will be reviewed as follows:
 - a. When the proposal involves major changes (50% or more) in requirements of a program of study or initiation or deletion of an academic program, it will be placed on the agenda of the next UCCC meeting. If approved, the proposal will be placed on a consent calendar and distributed to members of the Faculty Council.

- b. When a proposal involves establishing a new undergraduate course, changing an existing course, or a minor revision of a program (less than 50%), then the chairperson of the UCCC either approves the proposal or refers the proposal back to the originating unit. If approved, the chairperson of UCCC forwards the proposal to Academic Affairs. Academic Affairs sends an approval letter to all appropriate parties (originating unit, deans, Registrar's Office, etc.).
4. Faculty Council shall conduct its review as follows:
- a. When the proposal involves major changes (50% or more) in requirements of a program of study or initiation or deletion of an academic program, the Faculty Council shall announce approval, disapproval, or referral of the proposal and if appropriate, the effective date for implementation or subsequent action.
 - b. Throughout the calendar year for proposals appearing on the consent calendar, there shall be a two week period during which any Council member may register an objection with the Faculty President, causing that proposal to be considered at FEC and Faculty Council meetings. If no objection is raised, the Faculty Council approval is registered after two weeks.

C. D. Faculty Academic Policy and Standards Committee (FAPSC)

- 1. The function of the FAPSC shall be to review and make recommendations on all proposals concerning admissions, academic standing, degree requirements, grading systems, honors programs, and all other matters of academic policy and standards.
 - a. Ideas for new policy and standards and modifications of existing policy and standards may originate anywhere in the University community.
 - b. Initial consideration of any formal proposal dealing with a new or modified academic policy or standard must be by the appropriate academic unit.
 - c. Each college (or administrative unit not within a college) shall determine the internal processes (such as departmental approval, etc.) which shall be necessary for approval of proposals dealing with a new or modified academic

policy or standard. However, student participation at the college and departmental levels is strongly recommended.

- d. Upon approval by the college (or administrative unit not within a college) the proposal shall proceed to the administrative executive officer of that unit (e.g., Dean, Director, etc.) who shall forward the proposal to the FAPSC for review and recommendation.
2. On occasion the FAPSC may be charged by the Faculty Council or the FEC to formulate a recommendation on a matter not having arisen from a base-level and other units concerned.

~~D.~~ E. Faculty Welfare Committee

1. The function of the Faculty Welfare Committee shall be to advise and consult with university leadership on policies, processes and practices, as well as the enforcement of same, regarding the welfare of the faculty and their families including matters related to the workplace environment that can affect recruiting, retention, professional development and morale of faculty. These issues could include, but not be limited to affordable and available faculty housing, faculty and university services, working environment, diversity, safety, wellness, public transportation, and child care/elder care.
2. The membership of the Faculty Welfare Committee shall consist of:
 - a. One faculty member elected by each college except the College of Liberal Art and Sciences, which will elect three representatives;
 - b. A chair person elected by the University Faculty
3. The term of membership for members of the Faculty Welfare Committee shall be two years, with approximately half the members elected each year. Members may serve consecutive terms for a maximum of six years.

~~E.~~ F. Faculty Employment Status Committee (FESC)

1. The function of the Employment Status Committee shall be to recommend University policy on matters of reappointment, promotion, tenure, and conditions of service; and to approve instruments and procedures to evaluate administrators.

2. Whenever the Employment Status Committee approves procedures or instruments for the evaluation of administrators it shall send a copy of the approved materials to all members of the Faculty Council and one copy to each department and departmentalized college. Such approval by the FESC is final unless reversed by Faculty Council.

~~F. G.~~ Faculty Research Grants Committee (FRGC)

1. The function of the Faculty Research Grants Committee shall be to set guidelines, subject to Faculty Council approval, to be followed in recommending Faculty Research Grant proposals for funding, and to review and make recommendations on the proposals submitted to it. The FRGC shall among its members determine the process and/or method for evaluating grant proposals submitted.
2. The Director of the Office of Proposal Development shall be an ex-officio, non-voting member of the Faculty Research Grants Committee.

~~G. H.~~ Faculty Scholarship of Teaching and Learning (SOTL) Grants Committee:

1. The function of the Faculty Scholarship of Teaching and Learning (SOTL) Grants Committee shall be to set guidelines for the recommendation of funding proposals. These guidelines are subject to the approval of the Faculty Council. The Faculty SOTL Grants Committee shall among its members determine the process and/or method for evaluation grant proposals submitted.
2. The Director of the Center for Teaching and Learning shall be an ex-officio, non-voting member of the Faculty SOTL Grants Committee.

~~H. I.~~ Faculty Advisory Summer Sessions Committee

1. The function of the Faculty Advisory Summer Sessions Committee shall be to consult with and make recommendations to the University administration on summer sessions policies.
2. The Director of Extension and Summer Programs is an ex-officio, non-voting member of the Faculty Advisory Summer Sessions Committee.

~~J.~~ J. Honors Council

1. The Honors Council functions as a standing committee of the general Faculty.
2. Membership of the Honors Council will be composed as provided by the “Structure and Election Process for Honors Council” document. Representatives to the Honors Council shall elect their own chair annually.
3. The membership and term of service on the Honors Council will be determined according to the “Structure and Election Process for Honors Council” document.
4. The Honors Council shall serve as the Faculty advisory body to the Executive Director of the Honors College.

~~J.~~ K. Competitive Grants Committee

1. The function of the Competitive Grants Committee shall be to establish policies and procedures for the review of proposals for funding from off-campus sources where the granting agency limits the number of proposals to be considered from a single campus.
2. In the case of those proposals which are to be evaluated by sub-committees, the sub-committees will be made up of elected representatives from departments which are eligible to submit proposals in each program for funding.
3. The Office of Academic Affairs will determine when a local competition is necessary and will notify the chairperson of the Committee of a forthcoming competition. The chairperson will preside at subcommittee meetings as a non-voting member. Recommendations will be forwarded to the Office of Academic Affairs and a report of the committee and sub-committee actions will be sent to the Faculty Council.
4. The Director of the Office of Proposal Development shall be an ex-officio, non-voting member of the Competitive Grants Committee.

~~K.~~ L. Graduate Council

1. The function of the Graduate Council shall be to initiate, develop, review and make recommendations concerning graduate education and Graduate School

policy. In addition, the Council will serve in an advisory capacity to the Dean of the Graduate School.

- a. Unless otherwise directed by the Faculty Council, the Graduate Council may not receive any curriculum proposal for consideration until it has been approved by the college (or administrative unit not within a college) which would be responsible for administering the program.
 - b. Each college (or administrative unit not within a college) shall determine the internal processes (such as departmental approval, etc.) which shall be necessary for curriculum approval within that unit. However, student participation at the college and departmental levels is strongly recommended.
 - c. Upon approval by the college (or administrative unit not within a college) the proposal shall proceed to the administrative executive officer of that unit (e.g., Dean, Director, etc.), who shall forward the proposal to the Graduate Council for review and recommendation.
 - d. Throughout the entire consideration process from the smallest base unit (such as a department) through the Faculty Council, it is presumed that the principle of recommendation and referral shall be applied, that appropriate consultation with affected units throughout the University shall occur, and that any pertinent written communication (e.g., objection, minority reports, etc.) shall become part of the proposal. Lack of appropriate consultation with affected units will result in the return of the proposal to the originating unit.
2. In reviewing the proposal, it is incumbent upon the Graduate Council to ensure that appropriate units of the University have been given an opportunity to comment on the substance of the proposal. Any pertinent written communication shall become part of the proposal.
 3. Proposals submitted to the Graduate Council will be reviewed as follows:
 - a. When the proposal involves changes in requirements of a program of study or initiation or deletion of an academic program, it is expected that within four weeks of receipt of the proposal the Graduate Council will submit its recommendation to the Faculty Executive Committee who shall place the

- proposal on the agenda of the next meeting of the Faculty Council, with or without endorsement or comment.
- b. When the proposal involves addition, revision, or deletion of an individual course, then the recommendation of the Graduate Council will be placed on a consent calendar distributed to members of the Faculty Council.
4. The exceptions to the procedures cited above are those matters requiring action by the Graduate Faculty as called for in the Bylaws of the Graduate Faculty. In those cases the recommendation of the Graduate Council to the FEC will be delayed pending action of the Graduate Faculty.
 5. Faculty Council shall conduct its review as follows:
 - a. When the proposal involves changes in requirements of a program of study or initiation or deletion of an academic program, the Faculty Council shall announce approval, disapproval, or referral of the proposal and if appropriate, the effective date for implementation or subsequent action.
 - b. Throughout the calendar year for individual course proposals appearing on the consent calendar, there shall be a two week period during which any council member may register an objection with the Faculty President, causing that course to be considered at FEC and Faculty Council meetings. If no objection is raised, the Faculty Council approval is registered after two weeks.
 6. Membership of the Graduate Council will be composed as provided in the Bylaws of the Graduate Faculty, except that the chairperson will be elected by the graduate Faculty from its membership.
 7. The Annual Evaluation of the Dean of the Graduate School: By April 1, the Dean of the Graduate School will submit a self-assessment of progress toward annual goals for the previous year and new goals for the coming year. The Graduate Council will solicit input from the Faculty engaged in graduate education on the effectiveness of the Dean in meeting the goals for the coming year. The findings will be summarized by the Council. The summary and any committee comments and recommendations will be forwarded to the Provost by the end of the spring semester for use in the annual evaluation of the Dean. The Provost's assessment will be forwarded to the Dean and the Graduate Council by September 15.

University College Faculty Council

1. The University College Faculty Council is responsible for policies related to the General Education Program. The Council works with the Dean of University College who is responsible for the administration of the Program.
2. The Council is also responsible for the following:
 - a. Assessment of the General Education Program. This council is responsible for the assessment of the General Education Program, especially the assessment of student learning outcomes.
 - b. Verification of General Education Courses. The Council is charged with verifying that Liberal Studies (LBST) courses offered as General Education courses meet the guidelines for such courses and are then processed to the Undergraduate Course and Curriculum Committee.
 - c. Revision of the General Education Program. Should there be deemed a need for revision in the General Education Program, this council is charged with determining how that revision should be developed and charged with the development of the necessary documents to go into the faculty governance process to consider said changes.
 - d. The annual evaluation of the Dean of University College. By April 1, the Dean of University College will submit a self-assessment of progress toward annual goals for the previous year and new goals for the coming year. The Council will solicit input from the Faculty engaged in general education and freshman seminars on the effectiveness of the Dean in meeting the goals of the previous year and on the scope and appropriateness of the Dean's goals for the coming year. The findings will be summarized by the Council. The summary and any committee comments and recommendations will be forwarded to the Provost by the end of the spring semester for use in the annual evaluation of the Dean. The Provost's assessment will be forwarded to the Dean and Council by September 15.

3. In addition to the Faculty members elected to the University College Faculty Council, the following are ex officio, non-voting members: Senior Associate Provost, Associate Dean of University College, Director of Freshman Mathematics, and Director of Freshman Writing.

~~M.~~ N.

Faculty Legacy Scholarship Committee

1. The function of the Faculty Legacy Scholarship Committee (FLSC) shall be to review and make recommendations to the Faculty Council on all aspects and considerations attendant to the Faculty Legacy Scholarships. The FSLC will rely on the *Vision and Principles* document to guide its early work and decision making in overseeing the Faculty Legacy Scholarship in all of its implications. The FLSC shall be accountable in the entirety of its deliberations to the Faculty Council. FLSC responsibilities shall include:
 - a. Receiving account information from the UNCC Foundation at end of spring and fall semesters;
 - b. Disseminating general account information based on aggregate data on a semi-annual basis to participating departments and colleges (identifiable faculty information will not be contained in department/college reports); and
 - c. Delivering to Faculty Council once each semester a simple, unelaborated report on relevant fund information (e.g., dollar amounts, scholarships awarded, aggregate faculty contributions without identifiable faculty data, URL portal changes, and funds' totals, etc.)
2. The FLSC shall monitor receipt and awarding of legacy scholarship funds, including account transparency and accuracy, their dispositions, and their supported scholarships and summarize these for Faculty Council in semi-annual reports.
3. The FLSC shall determine appropriate changes in its charge and reporting parameters and submit its recommendations to Faculty Council for approval and implementation.
4. The FLSC shall monitor its activities and relationships with the UNCC Foundation in order to:
 - a. Improve accountability reporting and practices;

- b. Increase operational efficacy of distributing scholarship funds;
 - c. Revising performance expectations of the FLSC or the UNCC Foundation in pursuit of the program's aim; and
 - d. Review the formal agreement between UNCC Faculty and the UNCC Foundation and recommend to Faculty Council changes designed to improve transparency, control, accountability, and stewardship of the Faculty Legacy Scholarship funds and its integrity.
5. Members of the committee shall serve staggered two-year terms. In the first election, random drawing of lots will determine which members serve two year terms and which serve three year terms; thereafter, all members serve two year terms.

Committee membership shall be comprised of the following:

- b. a chairperson elected biennially by the faculty;
- c. one at large member from each of the seven academic colleges, university college, and the library;
- d. one *ex officio*, nonvoting representative appointed each by the UNC Charlotte Foundation, from the Office of Financial Aid, and from The Graduate School.

Section 4: Grievance and Hearing Committees

A. Grievance Committee

1. The Grievance Committee shall be elected by the Faculty. It shall consist of nine Faculty members who have permanent tenure with representation from each Faculty tenure track rank. No department chair or senior administrative officer shall serve on the Committee. The Committee shall elect its chairperson each year.
2. The Committee members shall serve staggered four-year terms and may serve no more than two consecutive terms. The term of office shall begin on the first day of the academic year. Committee members may be recalled by a two-thirds vote of the faculty present at a general Faculty meeting. A quorum will consist of five members.

3. The Grievance Committee shall operate in accordance with the procedures specified in Sections VII and VIII of the Procedures for Resolving Faculty Grievances Arising from Section 607(3) of the Code of the University of North Carolina.
4. Procedures for nomination and election to the Grievance Committee shall be provided in Article VI of the Faculty Constitution.
5. Reporting of the Grievance Committee to the Faculty will be of a summary nature only, focused on general policy recommendations and problems encountered in the functioning of the Committee.

B. Hearing Committee

1. The Hearing Committee shall consist of sixteen members. The Committee members shall be permanently tenured Faculty members who are elected by the Faculty. No department chair or senior administrative officer shall serve on the Committee. The Committee shall elect its chairperson each year.
2. Committee members shall serve four-year terms and may serve no more than two consecutive terms. The term of office shall begin and end at the end of the academic year (Spring Semester). A quorum will be seven Faculty to review a petitioner's initial request for review.
3. At the completion of the Faculty member's term, they will be given the option to go onto an advisory list for future petitioners.
4. A Hearing Committee shall be constituted and shall operate in accordance with the procedures specified in Sections 7, 8, and 9 of the Tenure, Policies, Regulations, and Procedures of the University of North Carolina at Charlotte.
5. Nomination and election to the Hearing Committee shall be as provided in Article VI of the Faculty Constitution.
6. Reporting by the Hearing Committee to the Faculty will be of a summary nature only, focused on general policy recommendations and problems encountered in the functioning of the Committee.

Section 5: University Mediation Coordinator

A. Selection of the UMC

The UMC is a senior Faculty member with permanent tenure who has appropriate knowledge of the University's mediation process. The UMC shall be appointed by the Faculty President in accordance with appointment procedures approved by the Faculty. The UMC shall serve a three year term, which is renewable, for a maximum of six consecutive years. The UMC shall not serve on any departmental or college reappointment, promotion, or tenure committee, or on either the Faculty Hearing or Faculty Grievance Committees concurrent with appointment as the UMC, and shall not be an active participant or advisor on behalf of any party in any grievance during his or her term(s) as UMC.

B. The University Mediation Coordinator shall operate in accordance with Sections V, VI, VII, and VIII of the Procedures for Resolving Faculty Grievances Arising from Section 607(3) of The Code of The University of North Carolina.

Section 6: Standing Committees Concerned with Matters not Totally within Faculty Jurisdiction.

A. Faculty Advisory Library Committee (FALC)

1. The function of the Faculty Advisory Library Committee shall be to advise and consult with the Library staff, students, faculty, and the University administration about matters pertaining to the operation of the University Library.
2. The membership of the Faculty Advisory Library Committee shall consist of:
 - a. one Faculty member elected by each college except the College of Liberal Arts and Sciences which will elect three representatives.
 - b. two students to be selected by the Student Government Association as follows:
 - 1) one student to be selected by the Student Government Association, and
 - 2) one student to be selected by the Graduate and Professional Student Government.
 - c. the Librarian serving in an ex-officio capacity with voting privileges
3. Although membership of the Faculty Advisory Library Committee shall include both Faculty and students, the committee shall be accountable primarily and fully to the Faculty Council.

4. The term of membership for members of the FALC shall be two years for Faculty and one year for students with a maximum of two consecutive terms. To ensure continuity, terms of Faculty members shall be staggered so that one-half of the Faculty members are elected each year.
5. The chairperson of the FALC shall be elected each spring by the members of the committee. All members of the committee are eligible to serve as chairperson except the ex-officio member.

~~B.~~ Honorary Degree Advisory Committee

- ~~1. The Board of Trustees has the legal and moral right to grant honorary degrees in the name of the University. The Faculty assumes no responsibility for the awarding of honorary degrees. The Faculty is willing, however, to advise the Board of Trustees on this matter through the activity of the Honorary Degree Advisory Committee. The Committee is charged to work with the Trustees and the Chancellor to suggest individuals for honorary degrees.~~
- ~~2. The Honorary Degree Advisory Committee shall be composed of five faculty members, each to be elected for a two year term, with two or three members elected each year. The chairperson shall be elected by the committee from among those serving their second year.~~
- ~~3. At least one faculty member to serve as an alternate voting member will be nominated by the FEC and elected by the Faculty Council. Additional nominations may be made by any member of the Faculty Council at the time of election. An alternate who fills a vacancy on the committee shall serve until the next regularly scheduled election of committee members.~~
- ~~4. Nomination and election to the Honorary Degree Advisory Committee shall be as provided in Article VI of the Faculty Constitution.~~
- ~~5. The Committee shall keep all of its deliberations confidential at all times and shall report only to the Board of Trustees and the Chancellor.~~

C. B. Faculty Information and Technology Services Advisory Committee (FITSAC)

1. The function of the Faculty Information and Technology Services Advisory

Committee shall be to advise and consult with the Information and Technology Services staff, students, faculty, and the University administration about matters pertaining to the operation of ITS.

2. The membership of FITSAC shall consist of:
 - a. One Faculty member elected by each college except the College of Liberal Arts and Sciences will elect three representatives.
 - b. Three students to be selected by the Student Government Association as follows:
 - 1) One graduate student
 - 2) One commuter undergraduate student
 - 3) One resident undergraduate student
 - c. The Associate Provost for Information and Technology Services serving in an ex-officio capacity with non-voting privileges.
3. Although membership of the FITSAC shall include both Faculty and students, the Committee shall be accountable primarily and fully to the Faculty Council.
4. The term of membership for members of the FITSAC shall be two years for Faculty and one year for students with a maximum of two consecutive terms. To ensure continuity, terms of Faculty members shall be staggered so that one-half of the Faculty members are elected each year.
5. The chairperson of the FITSAC shall be elected each spring by the Faculty at large for a two-year term.

~~D. O. Max Gardner Award Committee~~

~~1. The O. Max Gardner Award Committee selects a UNC Charlotte Faculty nominee for this prestigious University system wide award each year. In order to complete this charge, the committee shall:~~

~~a. Elicit nominations from each college faculty and its Dean~~

~~b. Collect required letters of support for inclusion in the nominee's dossier~~

~~c. Assist the nominee in the preparation of the dossier~~

~~d. Prepare the faculty letter of support for inclusion in the dossier~~

- ~~e. Notify the Faculty Executive Committee and Faculty Council of their recommendation~~
- ~~f. Forward all materials to the Chancellor for final recommendation~~
- ~~2. Membership The membership of the Committee is comprised of three senior faculty members plus the President-Elect of the Faculty.~~
- ~~3. Chairperson The President-Elect of the Faculty shall serve as chairperson~~
- ~~4. Reporting The Committee's nominee with supporting materials must be forwarded to the Chancellor in a timely manner in order to complete the application process. A report to the Faculty Council will be made during the January meeting each year.~~

E. C. Part-Time Faculty Committee (PTFC)

1. The function of the Part-Time Faculty Committee shall be to consult and advise university leadership on policies, processes and practices, as well as the enforcement of same, pertaining to the welfare of part-time faculty as it is related to the workplace environment that can affect recruiting, retention, professional development and morale of faculty. These issues could include, but are not be limited to part-time faculty workload policies, employment status, working environment, support, continuity, productivity, and diversity.
2. The membership of the Part-Time Faculty Committee shall consist of:
 - a. One part-time faculty member and one alternate chosen by each academic college and the Library except the College of Liberal Art and Sciences, which will choose three representatives and three alternates. The part-time faculty members for this committee will be determined by each college through a faculty election process.
 - b. The Coordinator of Academic Policies, Procedures, and Faculty Governance serving in an ex-officio capacity with non-voting privileges.
3. The Part-Time Faculty Committee shall be accountable primarily and fully to the Faculty Council.
4. The term of membership shall be for two years with a maximum of two consecutive terms. To ensure continuity, terms of part-time members shall be staggered so that

one-half of the part-time faculty members are elected each year. To begin this rotation a random drawing will determine which members will serve only one year.

5. The committee chairperson shall be elected by its members at the committee's last meeting each spring. All members of the committee are eligible to serve as chairperson except the ex-officio member.
6. Membership on this committee does not constitute employment at the University.

NOTE: As pointed out last Fall, none of these committees appears to exist anymore.

~~G. Other Committees Faculty representatives on the following committees must periodically, but at least once each year, report to the Faculty Council:~~

- ~~1. Academic Calendar Committee~~
- ~~2. Space Advisory Committee~~
- ~~3. Traffic, Parking, and Mass Transit Committee~~
- ~~4. Admissions Advisory Committee~~
- ~~6. Student Financial Aid Committee~~
- ~~7. Faculty Copyright Education and Policy Committee~~

~~F. D. Special and Ad Hoc Committees~~

1. Committees may be organized for special purpose where their proposed functions are not under the jurisdiction of an existing committee. They will in each case be designated to terminate either upon completion of specified tasks or on a specified date.
2. Whenever possible, assignments should be given to the most appropriate standing committee rather than to a newly created committee.
3. Faculty opinion on any ad hoc committee constituted by any segment of the University community can be considered representative of the Faculty only if faculty delegates are appointed by the Faculty Council.

~~E. Procedures for Soliciting Faculty Representation on Standing and Ad-Hoc Committees Outside the Faculty Governance Structure~~

1. Requests for faculty representation on standing or ad hoc committees should be submitted by the convening authority in writing to the Faculty Executive Committee. That request should identify the name and purpose of the committee, its structure, its aim and responsibility, whether it is a policy making or advisory body, the requested number of faculty representatives, the duration of the appointment, the anticipated meeting schedule, the expected workload, and the general qualifications of suitable candidates. If it is an ad hoc committee, its expected establishment and disestablishment dates should also be provided.

2. The FEC will consider the request at its next scheduled meeting. If the request is approved, the Faculty President will extend an invitation to Faculty Council members and to all eligible faculty members soliciting interest in serving on the committee. This will constitute Faculty Council appointment. Interested faculty members will be instructed to contact the convening authority directly.

3. The convening authority will review candidates and select a candidate or candidates to join the committee, reporting that selection to the Faculty President. The process would be repeated as needed to fill committee vacancies that occur. The Faculty President will ensure that faculty members serving on these extra-Council committees are recognized on the Faculty Council Web site and in other relevant documents.

4. Faculty members serving on extra-Council committees will periodically, at the request of the Faculty President, report their committee activity to the FEC.

Section 7: Reports from Ad Hoc and Standing Committees of the Faculty. ~~shall include, when appropriate, at least the following sections:~~ Chairs of Ad Hoc and Standing Committees shall provide annual reports of their committee's action to the Faculty President. These reports shall be made available on the Faculty Governance website. The annual reports shall include at least:

- Name of the committee
- Committee members with designation of chairperson
- The specific charge as received with an indication of the initiator
- The method of operation which was employed in gathering information upon which the report and recommendations were based
- A narrative including critical dates and related recommendations and rationale.

Section 8: Procedures for Submitting Motions from Committees to the Faculty Executive Committee.

A. According to Robert's Rules, motions are proposals for action by the group (the Faculty Council, in this instance). Motions from committees to the FEC must be in writing and should begin with a clear statement such as, "The _____ Committee moves that we establish an ad hoc committee to consider the issue of," or "The _____ Committee moves that we adopt the following proposal:...."

Subsequent language in the motion should also be clear, describing precisely what it is the committee is proposing. Using clear, actionable language will focus discussion in the Faculty Council meeting and reduce the risk of misunderstanding or confusion, especially when it comes to voting on the measure.

B. A Resolution is a type of motion that expresses a statement of policy, principle, sentiment or feeling. A resolution generally has a preamble (one or more "whereas" statements) followed by a declarative conclusion (one or more "therefore be it resolved" statements).

C. Motions, including resolutions, submitted by committees to the FEC for Faculty Council agenda inclusion will be considered on their merits by FEC members. The FEC, after discussion, may exercise several options:

1. The FEC may vote to place the item on the Council agenda. Doing so does not necessarily imply FEC endorsement of the motion but rather that the FEC deemed the item worthy of Council discussion and vote. The FEC may

forward the item to the Council with or without comment. If a comment is included, that comment may express support for or opposition to the item.

2. The FEC may ask the submitting Committee representative on the FEC to effect specific and minor changes to the *motion* with the stipulation that, assuming those changes are made, the item may go forward to the Faculty Council.

3. The FEC may defer a vote and request that the submitting Committee further refine the *motion* or submit additional material, supporting data, or other items to facilitate a more informed determination. The revised *motion* or the original motion with additional material will then be considered at a subsequent FEC meeting.

4. The FEC may vote against the item and decline to forward the item to the Council. In that case, the FEC should normally provide its reasoning to the submitting Committee.

D. When a *motion* reaches the Faculty Council in this manner, it is considered a motion to the floor and need only be seconded to begin discussion. The motion is then subject to treatment under *Robert's Rules*. In that sense, the *motion* may be voted for or against, postponed, referred to committee, objected to, divided, rescinded after approval, amended, laid on the table, withdrawn, reconsidered, etc.

ARTICLE VI FACULTY ASSEMBLY DELEGATES

Section 1: Authority. UNC Charlotte is allocated five delegates to the Faculty Assembly of the University of North Carolina.

Section 2: Election. Four Faculty Assembly delegates shall be elected by the entire Faculty for terms of three years staggered so that at least one delegate is elected each year. They shall be elected in the spring, and begin their terms of office at convocation

following election. The fifth delegate shall be the [currently serving Past President or President-Elect](#) of the Faculty, or his or her designee.

Section 3: Alternate. There shall be two alternate delegates to the Faculty Assembly. These people shall automatically be the last two persons who have completed their terms of service as delegates and are willing to serve as alternates. The Faculty President shall ask the individuals who have served most recently to serve as alternates and, if either or both of them cannot serve, shall go to the person or persons who finished their term of service the year before to ask them to serve. This process shall continue until two experienced former delegates are found to serve as alternates. The names of the alternates shall be submitted to the Faculty Executive Committee and the Faculty Council for official election.

Section 4: Notification. The names, addresses, and phone numbers of the complete five-member, two alternate delegation shall be sent each spring to all the members of the delegation and to the President and Secretary of the Faculty Assembly.

ARTICLE VII WRITTEN POLICY OF THE FACULTY

All policies adopted by the Faculty in accordance with its prerogatives to make policy as set forth in Article III, Section 3a of the Constitution of the Faculty of The University of North Carolina at Charlotte shall be preserved in written form. These policies shall be set forth in one of the following permanent written documents: 1) The Faculty Constitution, 2) The Bylaws of the Graduate Faculty, 3) These Standing Rules, 4) the UNC Charlotte Catalog, or 5) the Faculty Handbook. The Office of Academic Affairs shall take care to assure that each policy that is adopted by the Faculty Council is included in the updated edition of these documents.

ARTICLE VIII AMENDMENTS

These Standing Rules are intended to represent operating procedures upon which there is a consensus in the Faculty Council. They may be amended at any time by a simple majority of those present and voting on the Council.

Resolution Regarding the Transition in Leadership and Direction of the UNC System

Whereas:

Chairman John Fennebresque of the UNC System Board of Governors (BOG) in his press conference on 16th of January, 2015 suggested the need for a “transition in leadership” of the UNC system to move the University in new directions; and

Whereas:

The stated need for transition required the precipitous decision to replace Tom Ross as President of the University of North Carolina System; and

Whereas:

The UNC Faculty Assembly has observed President Tom Ross to exhibit exemplary, visionary and inclusive leadership of the UNC System; and,

Whereas:

President Tom Ross continues to lead the UNC System in the best interests of the University and all the people of the State of North Carolina, in a manner that:

- Ensures access to the University system to all qualified students; and
- Provides higher education to North Carolina’s citizens, regardless of race, ethnicity, or socioeconomic status, in a manner that is “as free as practicable,” by developing and protecting financial aid and tuition structures; and
- Attracts and retains the best faculty and staff for all UNC campuses; and
- Builds a strong leadership team at the UNC General Administration that works effectively with the BOG to develop and support the capacity of individual campuses to fulfill their missions in the context of the system; and
- Effectively manages the system’s complex budget during a period of drastically decreasing budgets; and
- Strengthens campus leadership by selecting Chancellors committed to academic excellence and the respective missions of the system’s diverse campuses; and
- Promotes a comprehensive liberal arts based education that prepares students for careers and lifelong learning; and

Whereas:

The UNC Faculty Assembly is deeply concerned that the precipitous decision to replace an acknowledged highly effective system leader will diminish the opportunities to attract and retain strong, effective and visionary leaders at all levels of the University system;

Therefore Be It Resolved:

That the Faculty Assembly of the University of North Carolina expresses its most sincere thanks and highest respect for the exemplary work and leadership of President Tom Ross; and,

Be It Further Resolved:

That the UNC Faculty Assembly strongly endorses the manner in which President Tom Ross continues to lead the University of North Carolina System; and

Be It Further Resolved:

That the UNC Faculty Assembly calls upon the Board of Governors to articulate the rationale for their stated need for a “transition in leadership,” a transition that implies a change in direction that has neither been discussed nor vetted with campus leadership, faculty, or the people of North Carolina.



2014-17 CYCLE

CONSTRUCTIVE COLLABORATION

BETWEEN

ADMINISTRATIVE & FACULTY LEADERS

What is COACHE?

The Collaborative on Academic Careers in Higher Education (COACHE), based at Harvard University, is a national data- and policy-sharing consortium and professional resource for provosts and their faculty affairs administrators. Since 2003, more than 200 colleges, universities, and state systems have participated in COACHE's surveys of faculty job satisfaction. Members have found their survey results instrumental in improving departmental cultures, the effectiveness of tenure policies, and most importantly, the tenor and substance of campus-wide dialogues around making their colleges great. Beyond data delivery, our team of analysts works continuously with academic leaders to support their efforts in faculty recruitment, retention, productivity, and diversity.

Why is it worth it?

Because:

- Faculty recruitment costs your departments time and energy that are too scarce to waste;
- Faculty departures cost your institutions social and intellectual capital;
- Faculty diversity is too important to blame “small sample size” for failing to study it;
- Faculty disengagement costs your students the learning opportunities that drew them to your institution in the first place;

And because you cannot do it all well if you have to do it alone, COACHE provides a field-tested process to catalyze—with data—a constructive, campus-wide conversation about your faculty workplace, about shared governance, and about a common vision of your institution's path forward.

What difference has it made?

Example uses of the COACHE Diagnostic Portfolio include improvements for:

Accreditation	Professional development
Assessment	Search committees
Budget planning, prioritization	Strategic planning
Faculty retention	Teaching and learning centers
Grant seeking	Tenure and promotion
Institutional research	Engagement with trustees/regents
Mentoring	

Several examples of our impact at UNC have been chronicled by Todd Benson and Cathy Trower in “[Data, Leadership, and Catalyzing Culture Change](#),” from the July-August 2012 edition of *Change*. Other institutional examples are available on our website, www.coache.org.

What's new in 2014-15?

The University of North Carolina has participated in the 2005-07, 2008-10, and 2011-14 cycles of COACHE. Since the last round, COACHE has:

- **expanded our scope** to include full-time, non-tenure-track faculty;
- **adapted our instrument** with new questions about cultures of shared governance;
- **increased the degree of engagement** with participating campuses; and
- **improved the variety and depth of analysis** we deliver to systems and members.

With these improvements to our research portfolio and engagement strategies, COACHE is committed to helping UNC meet its “Our Time Our Future” goals of **strengthening academic quality** and **maximizing efficiencies**.

How will UNC and COACHE work together?

In this, the University of North Carolina’s fourth cycle in COACHE, our research will support, collectively, UNC’s commitment to faculty engagement in its teaching, research, and service enterprises, and individually, campus leaders to be more efficient and effective in their work. Our three-phase model of participation has been improved to benefit public systems of higher education like UNC’s.

I. Engaging the Campus for Survey Administration

Fall 2014	COACHE will roll out our tested “checkpoint” approach of guiding your campus liaisons toward deeper faculty and administrative involvement in and utilization of COACHE. Kiernan Mathews, Principal Investigator and Director, will lead a kick-off session with key stakeholders at a system-wide meeting of your choice.
Winter 2015	COACHE will administer to all full-time faculty (tenure-stream and non-tenure-track) our survey, including custom questions designed with UNC faculty and administration input.

II. Mobilizing for Data Delivery

Spring 2015	COACHE will engage campus teams in a series of interactive webcasts to ensure they are prepared to use the results to their utmost potential.
Summer 2015	COACHE will deliver by July 2015 a unit-level data file to the UNC System Research Office or another IRB-approved unit for disaggregation, analysis, and distribution. Each campus have access to its own unit-level data file , an

online analysis tool, and the **Diagnostic Reports**, including comparisons to peers and an executive summary.

III. Maintaining Momentum for Better Policies and Practices

Fall 2015 At a meeting of UNC chief academic officers and/or faculty leaders, **COACHE staff will return to present the system-wide results** compared to other participants (e.g., SUNY, CUNY, and others) and **engage participants in a discussion** about dissemination strategies, best policies and practices, and other next steps.

Spring 2016 to
Spring 2017 COACHE will **continue its “checkpoints” with individual campus teams** and include all campus leaders in invitations to engage, as audience members and as panelists, at APLU, AAC&U, AIR, POD, and COACHE’s Leaders Workshops.

What if I have questions or suggestions?

If your questions are not answered on our website, do not hesitate to reach out with your thoughts and ideas:

The Collaborative on Academic Careers in Higher Education
Harvard Graduate School of Education
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www.coache.org
617-495-5285
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Addendum: History of Engagement with UNC Partners, 2007-2014

Since 2005, the University of North Carolina has been one of COACHE's most engaged partners. Dozens of senior academic leaders and faculty across the system have availed themselves of the sustaining benefits of COACHE's membership model at the following events.

Leaders Workshops (Cambridge, MA)

Scott Simkins, NC A&T (2007)
 Betsy Brown, NC State (2007)
 Steve Allred, UNC Chapel Hill (2007)
 Karen Schmaling, UNC Charlotte (2008)
 Beverly King, UNC Pembroke (2008)
 Ron Strauss, UNC Chapel Hill (2009)
 Charles Curtis, Fayetteville State (2009)
 Beth Lofquist, WCU (2009, 2010, 2011)
 Joan Lorden, UNC Charlotte (2010)
 Jon Young, Fayetteville State (2010)
 Ruth Walden, UNC Chapel Hill (2010)
 Todd Zakrajsek, UNC Chapel Hill (2011)
 Nancy Gutierrez, UNC Charlotte (2011)
 Eric Muller, UNC Chapel Hill (2012)
 Mark Lord, Western Carolina (2012)
 Tony Carey, Appalachian State (2012)
 Lynn Blanchard, UNC Chapel Hill (2013)
 Denise Pearson, WSSU (2013)

Submitted an application, but did not attend:

Samuel Adu-Mireku, Fayetteville State (2011)
 Linda Thompson Adams, NC A&T (2011)
 David Perrin, UNC Greensboro (2012)
 Mahmud Mansaray, NCCU (2012)
 Yvette Huet, UNC Charlotte (2013)
 Bonnie Grohe, Fayetteville State (2013)

APLU & AAC&U Dialogs

Speakers/Panelists

Larry Nielsen, NC State (2008)
 Joan Lorden, UNC Charlotte (2009)
 Karen Schmaling, UNC Charlotte (2009)
 Steve Allred, UNC Chapel Hill (2009)
 Suzanne Ortega, UNC GA (2013)

Attendees

Robert Wilhelm, UNC Charlotte (2008)
 Valorie McAlpin, UNC Charlotte (2010)
 David Perrin, UNC Greensboro (2011)
 Donald McDowell, NC A&T (2011)
 Jane Neese, UNC Charlotte (2011, 2012)
 Linda Brady, UNC Greensboro (2011, 2012, 2013)
 Joan Lorden, UNC Charlotte (2011, 2012, 2013)
 Denise Battles, UNC Wilmington (2012)
 Anne Ponder, UNC Asheville (2012, 2013)
 Terri Shelton, UNC Greensboro (2013)
 Jess Boersma, UNC Wilmington (2014)
 John Sopper, UNC Greensboro (2014)

Other events

Bernadette Gray-Little, UNC Chapel Hill (2008)
 Kathleen Brinko, Appalachian State (2010)
 Larry Mayes, UNC Chapel Hill (2012, 2014)

The University of North Carolina Faculty Teaching Workload

2013



The University of North Carolina
General Administration

June 2014

Executive Summary

- **Changes in Average Teaching Loads:** Since 2008, nine campuses have increased the average number of sections taught by all faculty and twelve have increased the average number of student credit hours (SCHs) taught by faculty.
- **Teaching Productivity:** By sector, the UNC system faculty teach more class sections than their Carnegie peers. At the credit hour level, the high research and baccalaureate sectors are above their Carnegie peers while faculty in the very high research and master's sectors produce fewer student credit hours per FTE than their peers.
- **Teaching Standards, All Faculty:** Using **preliminary** data from the Delaware National Study of Costs & Productivity, all campuses were above the UNC Board of Governor's minimum teaching loads for fall 2013.

Introduction

Faculty work is complex, with all faculty engaging in some combination of research, teaching, and service. As the expectations for this mixture vary across field, faculty type, and institutional type, UNC Policy 400.3.4 “Monitoring Faculty Teaching Workloads” states that “all campuses and constituent institutions shall implement annual faculty performance evaluation policies that measure and reward all aspects of faculty workload, separately and in combination, consistent with the instructional mission.” The policy addresses faculty teaching workload policies, standardized data collection systems, and campus-based processes for monitoring faculty teaching workload and can be found in Appendix A.

In 2011, the Educational Planning, Policies, and Programs Committee of the UNC Board of Governors (BoG) appointed five BoG members, two University chancellors, and two other senior advisors to the Faculty Workload Advisory Group to review UNC Policy 400.3.4. In spring 2012, the Advisory Group presented their findings and recommendations to the full committee. Based on the findings and recommendations of the Advisory Group, the BoG adopted an amended policy on faculty teaching workloads on January 11, 2013, which states:

All campuses and constituent institutions will develop and implement policies and procedures to monitor faculty teaching loads and to approve significant or sustained variations from expected minimums. Policies must include the criteria and approval process for reductions in institutional load attendant to increased administrative responsibilities, externally-funded research, including course buy-outs, and additional institutional and departmental service obligations. Given the complexity of faculty work activities, individual faculty teaching loads are best managed at the department and school level, and not the system or state level. However, to ensure meaningful comparisons of faculty teaching load over time and across peers, all campuses shall adopt a standard methodology for collecting data on teaching load. This standard is described below.

For reporting purposes the Board of Governors (BoG) will annually review data from the National Study of Instructional Costs & Productivity (The Delaware Study) of teaching loads for full time equivalent fac-

ulty within the University. The Delaware Study provides comparable teaching data at the discipline level using the following faculty categories: regular tenure stream, other regular, supplemental and teaching assistants. Teaching load is derived by the number of organized class courses a faculty member is assigned in a given semester. Courses that are not conducted in regularly scheduled class meetings, such as “readings,” “special topics,” “problems” or “research” courses, including dissertation/thesis research, and “individual lesson” courses (typically in music and fine arts) are excluded from the Teaching Load calculation.

Per BoG policy, standard annual teaching loads will be differentiated to accommodate the diverse missions of the individual campuses as articulated by Carnegie Classification. Standard faculty teaching load measured by the average number of organized class courses a faculty member is assigned in a semester is the following:

- Research Universities - Very High Research Activity: 2
- Research Universities - High Research Activity & Doctoral Granting: 2.5
- Master’s Colleges & Universities - Large & Medium: 3
- Baccalaureate Colleges - Arts & Sciences: 4
- Baccalaureate Colleges - Diverse Fields: 4

The following pages present the faculty teaching workload section averages for the category “All Faculty,” contrasting the average sections taught at UNC institutions with that of the same Carnegie classification from the Delaware Study. Appendix B presents the campus level “All Faculty” details for sections and SCHs per FTE faculty.¹ Appendix C presents the campus level information for a subset of this data, “Tenure/Tenure Track Faculty.”

The 2013 numbers presented in this report are preliminary headcounts and are subject to change following the review by the University of Delaware, whose process began in January 2014 and will be finalized in June 2014. Historically, most campuses’ preliminary data for organized class courses per FTE faculty were below the actual values reported upon the completion of the Delaware collection process.

¹ All Faculty includes: Tenure/Tenure Track Faculty, Other Regular Faculty, Supplemental Faculty, and Teaching Assistants.

UNC Instructional Teaching Load: Research Universities - Very High

Figure 1: Average Sections per FTE Faculty, 2008-13

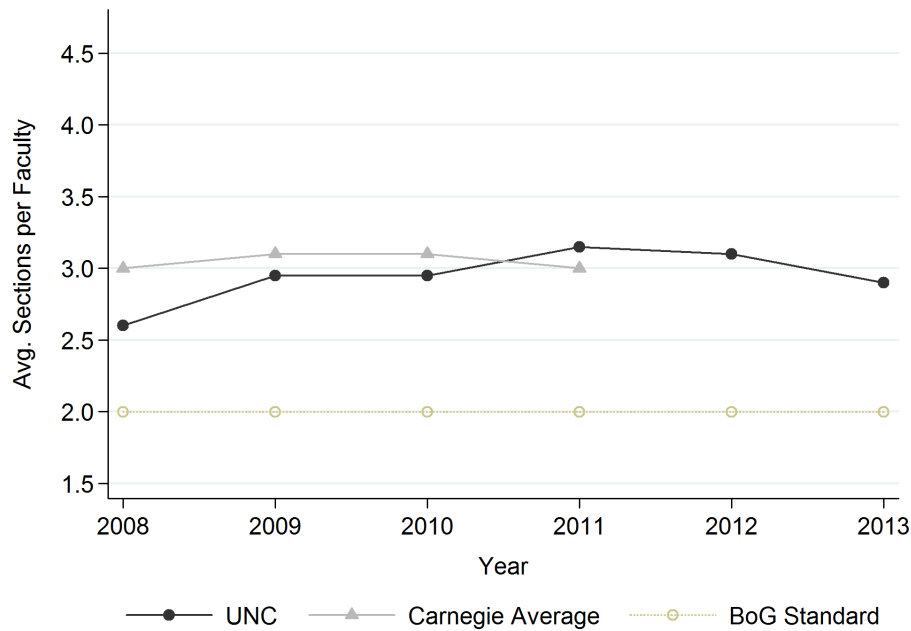
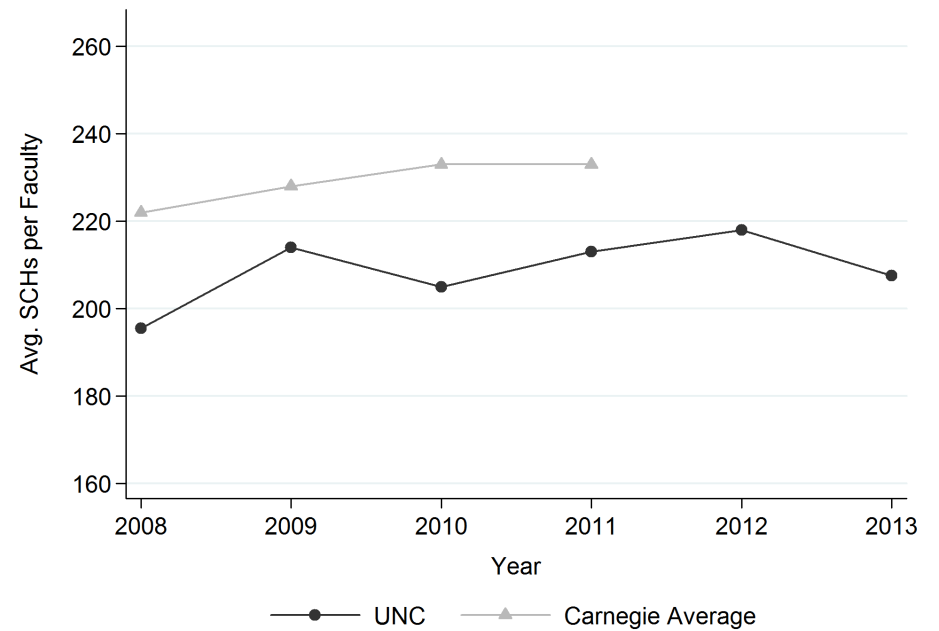


Figure 2: Average SCHs per FTE Faculty, 2008-13



-
- UNC Research Universities - Very High: NCSU, UNC-CH
 - Though the average sections taught by faculty have increased since 2008, there was a small decline from 2012 to 2013.
 - SCHs taught decreased slightly from 2012 to 2013 but are above 2008 levels.
-

UNC Instructional Teaching Load: Research Universities - High & Doctoral

Figure 3: Average Sections per FTE Faculty, 2008-13

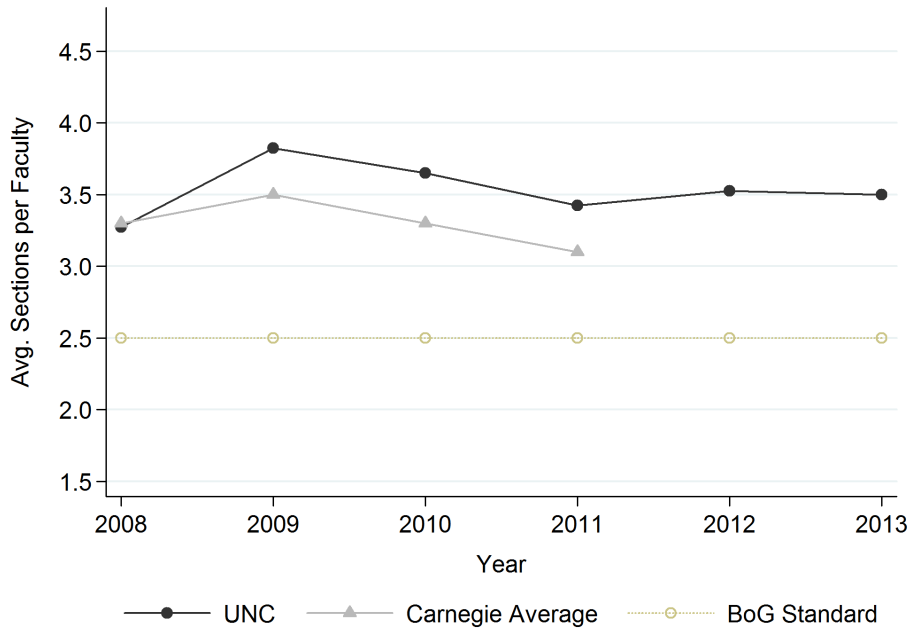
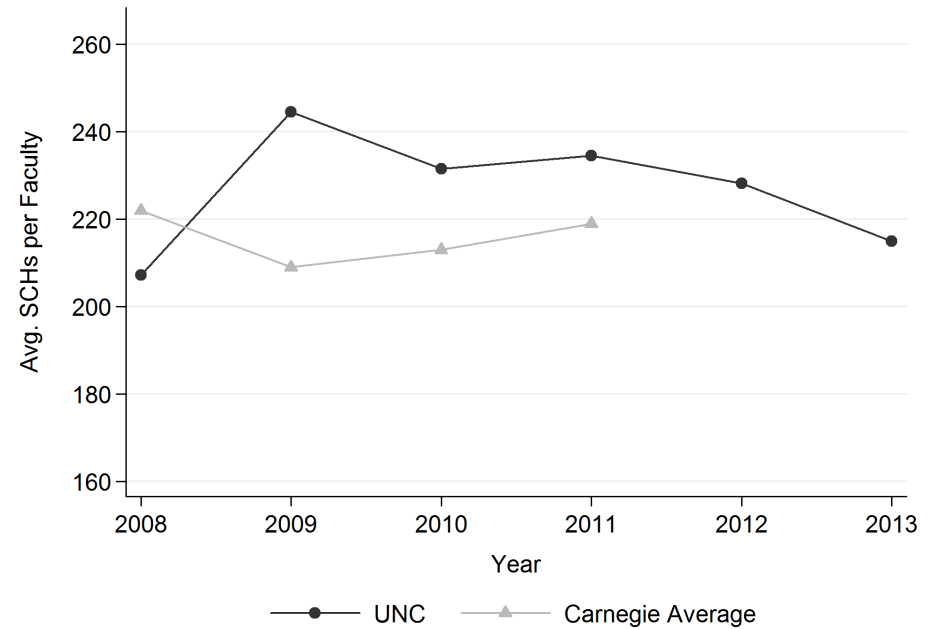


Figure 4: Average SCHs per FTE Faculty, 2008-13



-
- UNC Research Universities - High & Doctoral: ECU, NCA&T, UNCC, UNCG
 - While there was a slight decline from 2012 to 2013, the number of sections taught by FTE increased from 2008 to 2013.
 - For fall 2013, SCHs taught were below 2012. This represents a continued decline from the high in 2009 but remains above 2008 levels.
-

UNC Instructional Teaching Load: Master's - Large & Medium

Figure 5: Average Sections per FTE Faculty, 2008-13

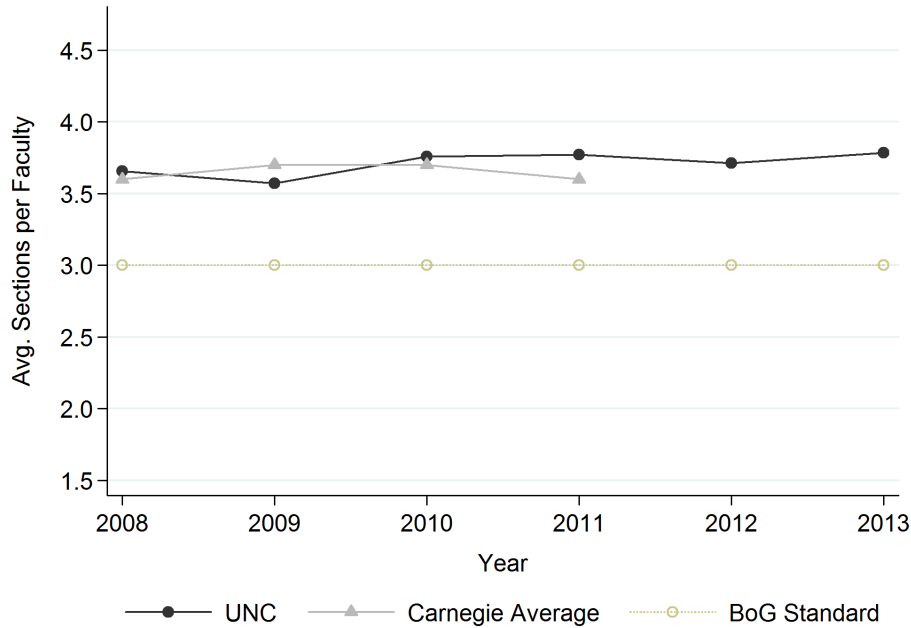
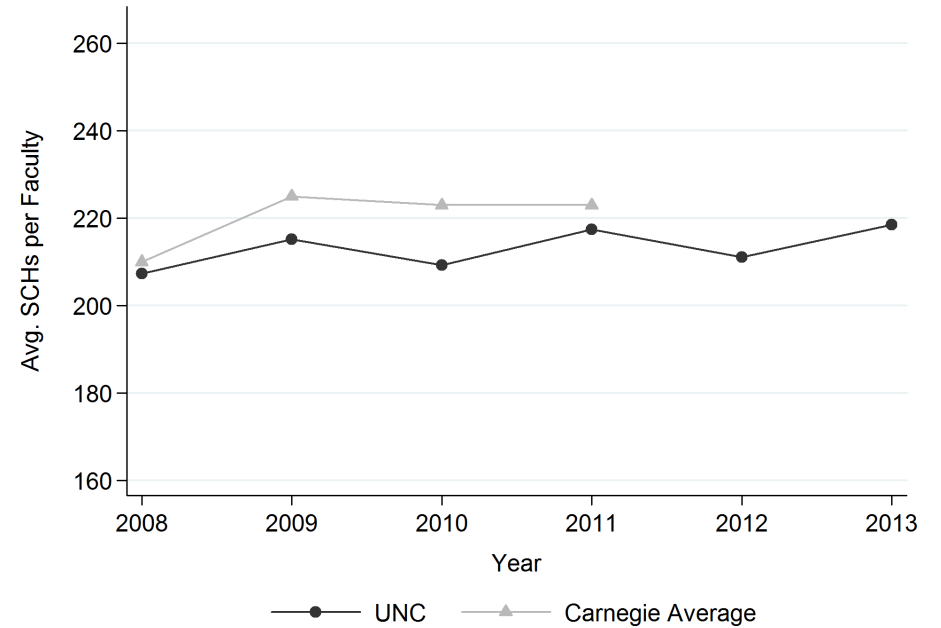


Figure 6: Average SCHs per FTE Faculty, 2008-13



-
- UNC Master's Universities - Large & Medium: ASU, FSU, NCCU, UNCP, UNCW, WCU, WSSU
 - The average number of sections taught per FTE faculty increased slightly from 2012 to 2013 and is above 2008 levels.
 - In fall 2013, SCHs taught increased from 2012 and are above the number taught in 2008.
-

UNC Instructional Teaching Load: Baccalaureate - Arts & Sciences & Diverse Fields

Figure 7: Average Sections per FTE Faculty, 2008-13

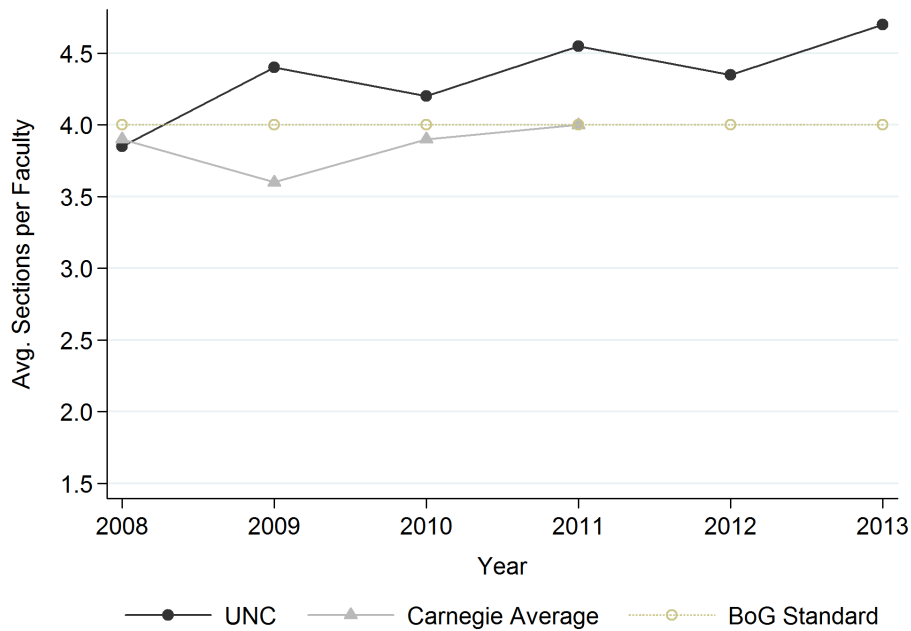
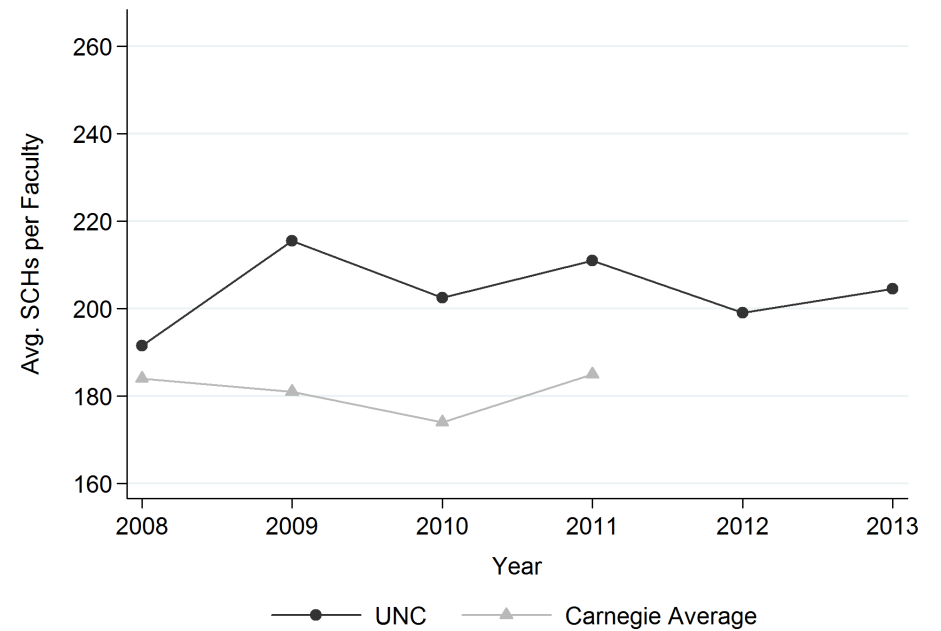


Figure 8: Average SCHs per FTE Faculty, 2008-13



-
- UNC Baccalaureate Colleges - Arts & Sciences & Diverse Fields: ECSU, UNCA
 - The average number of sections taught per FTE faculty increased from 2012 to 2013, representing an all-time high.
 - SCHs per FTE increased from 2012 to 2013 and are above the average taught in 2008.
-

Appendix A

The UNC Policy Manual
400.3.4*
Adopted 04/12/96
Amended 03/07/01
Amended 01/11/13

Monitoring Faculty Teaching Workloads

Introduction:

As a result of findings and recommendations of the 1995 Legislative Study Commission on the Status of Education at the University of North Carolina, the 1995 Session of the General Assembly enacted House Bill 229, Section 15.9 entitled “Rewarding Faculty Teaching.” The bill requires;

The Board of Governors shall design and implement a system to monitor faculty teaching workloads on the campuses of the constituent institutions.

The Board of Governors shall direct constituent institutions that teaching be given primary consideration in making faculty personnel decisions regarding tenure, teaching, and promotional decisions for those positions for which teaching is the primary responsibility. The Board shall assure itself that personnel policies reflect this direction.

The Board of Governors shall develop a plan for rewarding faculty who teach more than a standard academic load.

The Board of Governors shall review the procedures used by the constituent institutions to screen and employ graduate teaching assistants. The Board shall direct that adequate procedures be used by each constituent institution to ensure that all graduate teaching assistants have the ability to communicate and teach effectively in the classroom.

The Board of Governors shall report on the implementation of this section to the Joint Legislative Education Oversight Committee by April 15, 1996.

System to Monitor Faculty Teaching Loads:

All campuses and constituent institutions will develop and implement policies and procedures to monitor faculty teaching loads and to approve significant or sustained variations from expected minimums. Policies must include the criteria and approval process for reductions in institutional load attendant to increased administrative responsibilities, externally-funded research, including course buy-outs, and additional institutional and departmental service obligations. Given the complexity of faculty work activities, individual faculty teaching loads are best managed at the department and school level, and not the system or state level. However, to ensure meaningful comparisons of faculty teaching load over time and across peers, all campuses shall adopt a standard methodology for collecting data on teaching load. This standard is described below.

For reporting purposes the Board of Governors will annually review data from the National Study of Instructional Costs & Productivity (The Delaware Study)¹ of teaching loads for full time equivalent faculty within the University. The Delaware Study provides comparable teaching data at the discipline level using the following faculty categories: regular tenure stream, other regular, supplemental and teaching assistants. Teaching load is derived by the number of organized class courses a faculty member is assigned in a given semester. Courses that are not conducted in regularly scheduled class meetings, such as “readings,” “special topics,” “problems” or “research” courses, including dissertation/thesis research, and “individual lesson” courses (typically in music and fine arts) are excluded from the Teaching Load calculation.

*[Supersedes and Replaces the prior UNC Policy 400.3.4 “Monitoring Faculty Teaching Workloads” as this version was approved by the Board of Governors on January 11, 2013]

¹The National Study of Instructional Costs & Productivity (“The Delaware Study”) is the acknowledged “tool of choice” for comparative analysis of faculty teaching loads, direct instructional cost, and separately budgeted scholarly activity, all at the level of the academic discipline.

Standard annual teaching loads will be differentiated to accommodate the diverse missions of the individual campuses. These differences will be captured by Carnegie Classification.² Standard faculty teaching load measured by number of organized class courses a faculty member is assigned in a given academic year is the following:

- Research Universities I: 4
- Doctoral Universities I: 5
- Masters (Comprehensive) I: 6
- Baccalaureate (Liberal Arts) I: 8
- Baccalaureate (Liberal Arts) II: 8

Distinction between Teaching, Instructional, and Total Faculty Workload:

In addition to teaching load, as defined above, instructional workload also includes developing materials for a new course, developing courseware or other materials for technology-based instruction, supervising undergraduate research and masters theses and doctoral dissertations, directing students in co-curricular activities such as plays, preparing and equipping new laboratories, supervision of teaching assistants, and academic advising.

To ensure that course material delivered in the classroom is relevant, faculty perform scholarly activities such as research, scholarship, and creative expression. These activities may include writing articles, monographs, and grant proposals, editing a scholarly journal, preparing a juried art exhibit, directing a center or institute, or performing in a play, concert, or musical recital.

Faculty also engage in service activities that inform classroom teaching and student learning. These activities may include responses to requests for information, advice, and technical assistance as well as instruction offered directly through continuing education. Service includes training and technology transfer for business and industry, assistance to public schools and unit of government, and commentary and information for the press and other media. Service also includes time spent internal to the university which may include participation in faculty governance, serving on search committees for new faculty, and preparing for discipline accreditation visits.

In order to appropriately monitor and reward faculty teaching, evaluations must be placed in the context of total faculty workload. Therefore, all campuses and constituent institutions shall implement annual faculty performance evaluation policies that measure and reward all aspects of faculty workload, separately and in combination, consistent with the instructional mission.

Rewarding Teaching:

The board's intent is that measures described in the previous section will lead to personnel policies and decisions that take due account of each faculty member's contribution to the undergraduate teaching mission of the institution. The President and the board are concerned that faculty be rewarded both for the quantity and even more for the quality of teaching. Concerning quality, the board notes the enthusiastic support from campuses and the public for its teaching awards. It takes pride in the standard for teaching excellence that is set by award recipients.

All policies and procedures required under The UNC Policy 400.3.4 must be submitted by campuses and constituent institutions to General Administration and approved by the President.

²The Carnegie Classification™ is a framework for recognizing and describing institutional diversity in U.S. higher education. This framework has been widely used in the study of higher education, both as a way to represent and control for institutional differences, and also in the design of research studies to ensure adequate representation of sampled institutions, students, or faculty.

Appendix B

UNC Instructional Faculty Teaching Load Fall Term Data for **All Faculty**

	<i>Fall 2008</i>		<i>Fall 2009</i>		<i>Fall 2010</i>		<i>Fall 2011</i>		<i>Fall 2012</i>		<i>Fall 2013 (Preliminary)</i>		% Change from Fall 2008 to Fall 2013	
	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Fac- ulty
Research - Very High														
NCSU	2.6	217	2.8	243	2.8	221	3.2	237	3.2	246	3.0	229	15.4%	5.5%
UNC-CH	2.6	174	3.1	185	3.1	189	3.1	189	3.0	190	2.8	186	7.7%	6.9%
Research - High & Doctoral														
ECU	3.1	201	4.3	253	3.9	224	3.6	233	3.6	231	3.8	229	22.6%	13.9%
NCA&T	3.4	187	3.8	247	3.7	234	3.3	226	3.4	212	3.0	189	-11.8%	1.1%
UNCC	3.0	216	3.1	232	3.0	237	2.8	249	2.9	236	2.9	238	-3.3%	10.2%
UNCG	3.6	225	4.1	246	4.0	231	4.0	230	4.2	234	4.3	204	19.4%	-9.3%
Master's - Large & Medium														
ASU	3.5	216	3.5	218	3.5	213	3.6	230	3.7	226	3.2	223	-8.6%	3.2%
FSU	3.9	214	3.9	241	3.8	226	4.0	233	4.0	239	4.0	240	2.6%	12.1%
NCCU	4.2	218	3.8	216	4.2	230	4.6	229	4.2	221	4.5	243	7.1%	11.5%
UNCP	3.9	204	3.9	203	3.9	209	3.9	199	3.9	195	3.8	186	-2.6%	-8.8%
UNCW	3.7	236	3.8	247	4.4	231	3.7	231	3.7	228	3.7	228	0.0%	-3.4%
WCU	3.2	182	3.1	208	3.1	189	3.1	218	3.1	202	3.1	204	-3.1%	12.1%
WSSU	3.2	181	3.0	173	3.4	167	3.5	182	3.4	167	4.2	206	31.3%	13.8%
Baccalaureate - A&S & Diverse														
UNCA	3.7	184	4.5	203	4.4	199	4.5	213	4.3	197	4.2	196	13.5%	6.5%
ECSU	4.0	199	4.3	228	4.0	206	4.6	209	4.4	201	5.2	213	30.0%	7.0%
UNC System	3.4	204	3.7	223	3.7	214	3.7	221	3.7	215	3.7	214	7.9%	5.2%

For "All Faculty," all data for Fall 2012 Preliminary Sections per FTE were at or below actual reported values.

Appendix C

UNC Instructional Faculty Teaching Load Fall Term Data for **Tenure/Tenure Track Faculty**

	<i>Fall 2008</i>		<i>Fall 2009</i>		<i>Fall 2010</i>		<i>Fall 2011</i>		<i>Fall 2012</i>		<i>Fall 2013 (Preliminary)</i>		% Change from Fall 2008 to Fall 2013	
	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty	Average Sections per FTE Faculty	Average SCHs per FTE Faculty
<i>Research - Very High</i>														
NCSU	2.0	160	2.2	186	2.1	188	2.3	192	2.2	184	2.1	162	5.0%	1.3%
UNC-CH	2.3	152	2.7	154	2.6	149	2.7	150	2.5	154	2.5	153	8.7%	0.7%
<i>Research - High & Doctoral</i>														
ECU	2.8	162	3.5	184	3.5	171	3.1	184	3.1	178	3.3	176	17.9%	8.6%
NCA&T	2.9	155	3.2	205	3.1	178	2.8	176	3.1	176	2.8	162	-3.4%	4.5%
UNCC	2.4	154	2.6	174	2.5	171	2.1	172	2.1	162	2.1	150	-12.5%	-2.6%
UNCG	3.3	158	4.0	194	3.7	178	4.1	185	4.0	177	4.2	159	27.3%	0.6%
<i>Master's - Large & Medium</i>														
ASU	3.3	196	3.2	202	3.2	194	3.2	208	3.3	194	3.0	199	-9.1%	1.5%
FSU	3.8	203	3.9	235	3.8	220	3.9	229	3.9	233	4.0	234	5.3%	15.3%
NCCU	3.6	171	3.6	192	4.3	203	4.5	210	3.8	186	4.0	198	11.1%	15.8%
UNCP	3.7	191	3.6	187	3.8	197	3.8	190	3.8	190	3.7	178	0.0%	-6.8%
UNCW	3.5	220	3.7	237	4.4	215	3.4	213	3.5	215	3.4	210	-2.9%	-4.5%
WCU	3.0	164	2.9	187	2.8	174	2.9	204	2.8	187	2.9	190	-3.3%	15.9%
WSSU	3.3	179	3.4	182	3.8	168	3.8	196	3.8	179	3.3	155	0.0%	-13.4%
<i>Baccalaureate - A&S or Diverse</i>														
UNCA	3.4	168	4.2	190	4.2	192	4.4	211	4.0	188	3.9	188	14.7%	11.9%
ECSU	3.8	184	4.2	214	4.0	212	4.3	199	4.1	191	5.1	211	34.2%	14.7%
UNC System	3.1	174	3.4	195	3.5	187	3.4	195	3.3	186	3.4	182	6.8%	4.1%

For "Tenure/Tenure Track Faculty," 13 of 15 Fall 2012 Preliminary Sections per FTE were at or below actual reported values.