

**UNIVERSITY OF NORTH CAROLINA SCHOOL OF THE ARTS
FACULTY COUNCIL MEETING MINUTES
April 19, 2017**

Present: Michael Rothkopf, Tanya Belov, Dennis Booth, Trish Casey, John Ferri, Renata Jackson, Leslie Kamtman, Elizabeth Klaimon, Laura Martin, David Pounds, Ellen Rosenberg, Paul Sharpe, Zak Stevenson, Beth Thompson, Betsy Towns, Mike Wakeford, Greg Walter, Wade Wilson

I. Approval of Minutes

- Minutes of the April 5, 2017 Faculty Council Meeting were approved as amended.

II. Standing Committee Reports

NOTE: Standing Committee Summary Reports were included with the Agenda.

A. Campus Development Committee – Geordie MacMinn, Laura Martin, Leslie Kamtman

- Jim DeCristo updated CDC on progress of Campus Master Plan.
- Discussion regarding CDC participation in the Campus Master Plan process and CDC representation in Campus Master Plan meetings.
- Updates and discussion regarding progress of Performance Place, Old Library, and New Library Phase 3 renovation projects and beginning stages of Stevens Center Master Plan.
- Discussion and follow-up regarding recycling on campus and clarity of signage.
- Discussion with Interim Chief Younce.
- Discussion regarding Dize building.
- New main entrance sign will most likely be installed over the summer.

B. Educational Policies Committee – Renata Jackson

- UNCSA Bulletins are now online. EPC undergoing training on how to edit the online Bulletins, as Bulletin content where academic programs are concerned falls under the purview of EPC.
- Continued discussion with members of Capstone Committee and QEP Director Jason Romney regarding possible ideas for the design and implementation of capstone courses into our undergraduate curricula.
- Endorsed proposed revisions to High School's discontinuation and appeal policy.
- High School Faculty is discussing possible attendance policy changes. Will bring to EPC if necessary.
- Question arose in Council regarding whether there is a clearly stated UNCSA policy that the faculty member of record controls the final grade. Council discussion followed. Michael Rothkopf will follow up on this.
- Renata Jackson and Mike Wakeford drafted a revision to EPC procedures. The most substantive change was the addition of a clarificatory paragraph directly under the heading of Section 7.3.5.1: Procedures for the Adoption of New Courses and Curricula, Changes in Existing Courses and Curriculum Revisions:
 - Proposals that must come before the Educational Policies Committee (EPC) include adoption of New Courses and Curricula, Changes in Existing Courses, and Curriculum Revisions. In cases where a proposal affects program degree requirements (i.e., changes or additions that impact the High School Academic Program, BFA, BM, or MFA requirements towards degree), the Faculty from the Arts School or Division proposing the change must endorse the additions or changes by 2/3 majority vote via anonymous ballot *before* the proposal is presented to EPC.

C. Faculty Rank Committee – Greg Walter

- Spent the majority of the year writing and editing a proposal to Faculty Council concerning procedures to be adopted regarding Peer Evaluation procedures and make-up. Faculty Council made amendments/edits to this document and adopted it. Thanks to Dr. Ellen Rosenberg for the initial draft of this document.
- Began revising online documents concerning the rank procedure.
- Began discussions of the role and requirements for the external reviewers with the help of Executive Vice Chancellor and Provost David English. This will affect two online documents: “Guidelines for External Reviewers” and “FAQs for External Reviewers.” The goal is to make the procedures more easily understandable for external reviewers who were used in “reappointment contracts” for faculty.
- Finalized the review and recommendations of three UNCSA faculty who applied for rank promotion.
- Will be convening meetings throughout the summer to continue work on clarifying and simplifying that which we are requiring and expecting of our wonderful faculty.

D. Faculty Development Committee – John Ferri

- The Faculty Development Committee had a budget of approximately \$30,00.00 for the academic year 2016-17. Faculty submitted 30 requests for projects costing approximately \$40,836.
- Received 19 requests for faculty development in the fall totaling \$27,114. Of these requests, 18 were awarded funding totaling \$17,109.00.
- Received 11 requests in the spring totaling \$13,566. Of these requests, 11 were awarded funding totaling \$12,892.00.
- Received and reviewed 2 applications for Faculty Reassigned Time. The committee requested two reassigned time awards, but that request was denied by the provost's office due to insufficient available funds. The committee voted unanimously for John Beck from the School of Music as this year's recipient of the Faculty Reassigned Time Award.
- Council discussion followed with questions regarding the classification of and funding for Associate and Assistant Deans, and how this affects faculty workload and faculty representation on Standing Committees. Michael Rothkopf will follow up and ask for further clarification.
 - It was noted that the AAUP Handbook is a useful document of best practices for shared governance. Although we are not a campus that subscribes to membership with AAUP, it is possible to reach out to AAUP for clarity on various issues.

E. Faculty Welfare Committee – Paul Sharpe

- Paul announced that the Ombuds Committee has selected and confirmed the hire of Joshua Canzona as the UNCSA Ombuds.

III. Faculty Assembly – Elizabeth Klaimon, Ellen Rosenberg

- Next Faculty Assembly meeting is April 21, 2017. The focus will be tenure, money, and the implementation of the UNC Strategic Plan.
 - It was noted that being full-time UNCSA faculty on a multi-year contract is the equivalent of being tenured faculty.

IV. Faculty Council Report – Michael Rothkopf

- Faculty Council Final Report submitted to the Board of Trustees.
 - For 2016-17 UNCOSA Faculty Council finalized our 2015-16 fundraising efforts, raising a total of \$31,156 for the Faculty Endowed Scholarship. We requested and received a place on the UNCOSA commencement ceremony for a short acceptance speech by the UNCOSA Board of Governor's Excellence in Teaching Award recipient. We conducted a faculty survey to help establish our agenda for the year. We created the Ombuds Office, Charter and elected faculty representatives to the Ombuds (oversight) Committee. We brought greater transparency on the faculty salary increase process by requesting and receiving a written salary increase policy document from the Provost's Office. We approved a supporting resolution to Faculty Assembly Resolution 2017-3 on SACSCOC Compliance. We added representation on Faculty Council for Visiting Faculty, revised the Contract Renewal - Peer Evaluation Policy and Procedures to align with the Rank Evaluation Policy and Procedures, participated in the search for the Executive Vice Chancellor and Provost position and are participating in the current search for the Vice Provost of Academic Affairs position. We re-introduced Roberts Rules of Order to conduct Faculty Council meetings, established a format for our meetings (i.e., Faculty Council issues on the first week of the month and Standing Committee reports on the third week of the month), we began publishing our minutes, motions, resolutions, standing committees and Board of Trustees summary reports on the UNCOSA Faculty Council webpage. We plan to approve revisions to the 2016-17 Faculty Manual for 2017-18 at our last meeting in May 2017.
- Work to be accomplished in May:
 - Faculty Manual to be approved. Revisions:
 - Sections 7.2.1 through 7.2.2 Faculty Council
 - Sections 8.1.8 Peer Evaluation Procedures
 - Section 8.5 Ombuds
 - Section 7.3.5 Educational Policies Committee Procedures
 - Faculty Council Officer Elections.
- Survey to help set the table for the Faculty Council agenda for next year.
 - Distributed questions for feedback: suggestions on how to improve the questions, questions that are no longer relevant, or questions that need to be added.
 - Council discussion followed.

Meeting adjourned.

Respectfully submitted,
Leslie E. Kamtman