

University of North Carolina at Asheville  
FACULTY SENATE MEETING  
Minutes, December 2, 2010

Senate

Members: R. Berls, G. Boudreaux, R. Bowen, G. Ettari, V. Frank, E. Gant, G. Kormanik, B. Larson, T. Meigs, S. Mills, K. Moorhead, G. Nallan, L. Nelms, K. Reynolds, L. Russell, B. Schaffer, M. Sidelnick, S. Subramaniam; J. Fernandes, A. Ponder.

Visitors: G. Ashburn, K. Betsalel, K. Bramlett, P. Catterfeld, L. Friedenber, C. Galatioto, B. Haggard, L. Holland, D. James, E. Katz, J. Konz, K. Krump, L. Langrall, M.L. Manns, P. McClellan, D. Miles, R. Pente, J. Pierce, S. Seithel.

**I. Call to Order and Announcements**

Dr. Frank called the meeting to order 3:19 pm and welcomed senators and guests.

**II. Approval of minutes**

The minutes of November 4, 2010 were approved with one editorial correction.

**III. Executive Committee (EC) Report**

Dr. Volker Frank reported for the Executive Committee.

**Remarks from Chancellor Ponder**

Chancellor Ponder said she has found that it is good to use our Strategic Plan to balance the news that belongs to us. It is possible to put the fear of the unknown and our budget concerns so forward that it obviates many of the other things that we are doing as a university. Though she is mindful of our challenges and struggles, she wants senators to be aware of the rest of the news so they may use this positive news with those you work with both inside and beyond the university. This is a time that we will struggle to get the balance right in terms of symbolic work and actual decisions. Though this is a challenging time, it is the only time that this generation of students will ever come to UNC Asheville. It is important that we make sure that this is a wonderfully resplendent and inspiring time for our students.

In times of difficulty it is great to remember that we are all in this together. The holiday party is on December 15<sup>th</sup> from 4:00-6:00pm in the Highsmith Union Grotto. The party is underwritten contractually by Chartwell's Dining Services.

**Budget:**

- Budgetary work is now delegated to Vice Chancellors; decisions about how to manage next year's budget will be made and implemented, some of them between January and June.
- On December 6, the Board of Trustees will meet and review the campus tuition and fee proposals and the final tuition and fees recommendation will be made by the UNC Board of Governors in February with the final version subject to legislative approval.
- Senator Apodaca, the in-coming rules chair, has said that we will probably not know more about the shape of the budget for next year until late April. The NC Legislature will decide on the next biennium budget from spring through October. We have start fall semester and will be well underway before we know what the budget will be for next year. Chancellor Ponder deferred to Vice Chancellor Pierce for the rest of the briefing on tuition, fees, and the budget.

Our university community distinguished itself in our collective grief about Professor Bill Haas. We will all miss him.

There were a number of important staff awards:

- Distinguished Staff Member Award: Jill Yarnall, Communication and Marketing
- Unsung Hero/Heroine Award: Keith Anders, Facilities Management
- Distinguished Community Service Award: Adam Reagan, Information Technology Services
- Distinguished Team Award: UNC Asheville Payroll Team  
(Buffy Bagwell, Suzanne Bryson, Josh Cavanaugh, Mary Culbertson, Robin Daugherty, Joy Duran, Carol Embler, Lydia Gossett, Lisa Honeycutt, Mary Carol Morrison, Amy Owenby, Barbara Terry and Jeanene Wexler)
- Outstanding Contribution to Diversity Award: Tina Carroll, Residential Education and Housing Operations
- UNC Asheville won three first-place awards for Communication and Marketing:  
Best Web Site, Best Feature Article, and best promotional campaign for our admissions material.

December Commencement will be held downtown at the Thomas Wolfe Auditorium. Dan Pierce, the alumni teaching award winner, will speak. Please come and help us congratulate our graduating seniors.

- Governors Village renovations will start in the next few weeks to open for 2011.
- The new residence hall will be starting in coming months to open in fall 2012.
- The NC Center for Health and Wellness will be opening late in the spring.
- The Foundation of the University decided to keep its spending formula at five percent of a three-year rolling average. That will bring from our endowment more than \$350,000 for scholarships for students for next year.
- The Staff Assembly invited UNC Asheville and its Chancellor to make presentations on some of the best practices that we have in relation to the way we work with staff. That was a great honor for us and it gave Chancellor Ponder an opportunity to make the presentation on our behalf, and also to be there for Adam Reagan's Erskine Bowles Service Award.
- The NC Arboretum is approaching its 25 year and UNC Asheville has been the administrative functionary for the Arboretum since its inception. The Arboretum will be transitioning closer to the General Administration and will leave UNC Asheville's budget during this academic year. It will simplify authority for the university since we have not had authority over Board or other transactions from the Arboretum but have had the audit responsibility.

Chancellor Ponder highlighted our achievements in athletics this season:

- Volleyball Coach Julie Torbett has exceeded her 300<sup>th</sup> win.
- Men's basketball has played competitively in games where they would enter as underdogs and prevailed at Auburn.

Drake Maynard, an Office of State Personnel expert, is visiting campus at our invitation today and tomorrow. He is about to retire and has been a remarkably accomplished and consistent source of advice for us. Anyone at the university that wants to take advantage of asking him questions is invited to do that.

- We have added our 35<sup>th</sup> Fulbright Scholar: congratulations to those of you who worked with our Fulbright students.
- The scholarship luncheon this year, which is our donor stewardship for those who contribute to scholarships, was the largest ever number of donors.
- In recent days Janice W. Brumit's name was added to Pisgah House. The honor for that community leader and former Trustee was afforded for her and granted by the Board of Trustees. Her husband, Joe, was a dream to work with as he decided to do something generous in her honor.

The administration is also raising funds:

- We have received the C.D. Spangler gift of \$250,000 for the Roy Carroll chair and we have already

received the State match.

- Steve and Frosene Zeis have granted another donation and have added a \$100,000 gift annuity to the generosity that they have already demonstrated for the university.
- Progress Energy has given \$25,000 to help equip the Mechatronics Program.

Also underway are some scholarship endowments:

- Linda and Charles Nelms are creating an endowed scholarship for a UNC Asheville student.
- Dennis and Cathy Winner are creating an endowed scholarship for a UNC Asheville student.
- Sally Rhoades, who was involved in making sure that the Rhoades property, came to the university as that family had always longed to do, has given us an additional \$25,000 to enhance the property.
- Sue McClinton has made a pledge of \$25,000 to create an endowed fund to underwrite events to be named in honor of our former executive director of the Foundation, Bill Massey, because she thought that he did really classy events and that we always ought to have classy events at the university. Three members of the current and former Boards joined her in small additional donations.
- Dr. Ponder will announce to Trustees on Monday that Wachovia Wells Fargo is giving UNC Asheville \$100,000 (\$25,000 for a scholarship to teaching and \$75,000 unrestricted) inspired by a request through and for the NC Center for Health and Wellness, but unrestricted to us.

### **Finance and Operations report**

Vice Chancellor John Pierce reported that today the Finance and Real Property Committee of the Board of Trustees approved a proposed tuition and fee increase for the 2011-12 academic year. The tuition proposal was for a 6.5% increase and the general fee proposal was for a 3.6% increase. The general fees were: \$26 increase in student health fees and \$40 increase for education and technology fees. The proposal must be approved by the Board of Trustees, then the Board of Governors. Mr. Pierce's report follows:

#### **Budget**

Each campus was asked by the UNC General Administration to prepare 5% and 10% permanent state appropriation cut scenarios by October 25<sup>th</sup>. To UNC Asheville, this would mean approximately \$2M and \$4M, respectively, from our state appropriation of \$40M. We were asked to do this without any consideration of tuition increases. The 2<sup>nd</sup> half (for 2011-12) of our two year tuition plan, approved by the legislature in July, 2010, would yield a roughly \$900K offset to these cuts.

We allocated these cuts to Vice Chancellors based on a combination of factors including: 1) our University Strategy for 2009-11 Resource Allocation approved by the University Planning Council, 2) areas of focus without reduction, and 3) a comparison of our spending to other COPLAC schools.

The plans that we submitted included gross dollar amounts by area, and did not identify specific programs, positions or functions. The task for us now is to determine more specifically how we would make those cuts.

There are a number of factors that will play into the ultimate cut and offsets. Some of these factors are the significant change from the recent elections in the legislature, supplemental campus initiated tuition increases, enrollment growth monies, if any, and several other factors.

The State revenue for the current fiscal year ending June 30, 2010, is on track with projections through the end of October, 2010, and economy-based taxes are starting to show signs that a slow recovery is underway. However, those projections call for improving employment gains, rising consumer confidence, and a decline in the housing problems over the future quarters.

#### **Discussion**

- Dr. Meigs asked how much of the supplemental tuition increase can be used to offset the budget cut.
  - Mr. Pierce said \$900,000 is the net number after 20% is allocated to financial aid. A significant amount will go to the academic areas to offset some cuts.
- Dr. Frank asked how the tuition increase may affect our enrollment growth.
  - Mr. Pierce said we are projecting a conservative FTE of 3,386. Two-thirds of our enrollment growth recognizes the students we currently have on campus.

- Dr. Frank asked what we would do under the nightmare scenario of a 15% budget cut.
  - Mr. Pierce said we have offsets in terms of enrollment growth potential and the second campus initiative that we are holding back for that eventuality.
  - Chancellor Ponder said we have to be prepared that things could be worse than we have already planned for and that the unknown will be with us well into the fall semester. Faculty can help by stretching our capacity to dwell with the unknown by applying discipline and acumen to this situation. We will need to make careful, frugal decisions while we work through this time.
- Dr. Frank said he heard concerns about an article on possibly closing one campus. Within the campus there is a lot of rumor and fear. Do you think there is a possibility that the campus could be shut down?
  - Chancellor Ponder said President Bowles, in the November Board of Governors meeting, was asked by a BOG member: If this gets worse, wouldn't it be better to cut a campus? President Bowles said yes; instead of making an entire university mediocre it would be best to close a campus – that would be the smart move. She believed what President Bowles was doing is handing a weapon to his successor. It is highly unlikely that any campus would be closed and certainly not one of our national reputation and quality. The one thing that we must have in order to help manage all of these unknowns is a reasonable tuition and fee increase that is applied to the university where it is needed rather than used for the state's general fund.
- Dr. Kormanik said the draft of some budgetary changes includes the elimination of the liberal arts status which would affect only us. What are the possibilities of that occurring?
  - Chancellor Ponder said this refers to the new performance model of funding that replaced two categories with criteria on meeting and exceeding retention and graduation goals. We are performing nicely and we will receive support in that way. Our special status has not been questioned or removed.

The university system's new performance model is a good move that we support. The funding for the special mission of UNC Asheville was a small multiplier in the enrollment formula and it had been a modest benefit to us in the past, but there are other ways to fund our special mission. Over the last five years the vast majority of the support for UNC Asheville has not come through the enrollment growth model formula but separately for the university.

The other initiative coming forward is realignment and a simplification of state funded financial aid programs. In that program our students would benefit significantly and receive more financial aid and scholarships, but Chapel Hill and NC State would lose in that circumstance.

### **Residence Hall – Financing and Construction**

We prepared pro-forma financial information and received approval by the Board of Governors in November to proceed with a \$26M bond issuance for the Governor's Village renovation and a New Residence Hall.

The design firm of Gantt Huberman Architects, in partnership with Kieran Timberlake, is preparing bid documents for the construction of Governors Village renovations; and it has begun construction documents for the New Residence Hall. Anticipated completion date for Governors Village Renovation is August 2011. Anticipated completion date for the New Residence Hall is August, 2012.

One exciting aspect of this project: We are exploring the possibility of using the roof of the New Residence Hall for solar hot water heating panel arrays that would provide 100% of the domestic hot water needs for the New Residence Hall, and potentially other nearby residence halls. An option for a geothermal well system on the nearby Athletic fields that will provide the main heating and air conditioning source for this new building is also being pursued.

### **Tuition and Fees**

Tuition and fees are being worked through the campus process and will be presented to the Board of Trustees on December 6, 2010.

### **UNC Pharmacy School**

We are continuing to work through the financial and logistical process relating to the UNC Pharmacy School. Space has been largely agreed upon, under the leadership of Keith Krumpe, Dean of Natural Sciences, and both schools will work together to begin the design process for renovations and technology. A space agreement is being finalized and a memorandum of understanding will be forthcoming.

#### **Discussion**

- Dr. Kormanik asked when the university would receive the following allocations:
  - \$2.5 million from the Chamber of Commerce
  - \$600,000 from Buncombe County
  - \$100,000 from the city of Asheville
- Mr. Pierce said the Chancellor made it very clear in the beginning of the process that fundraising would be the responsibility of Chapel Hill, the Chamber of Commerce, and other partners within the city. The financial risk will be on UNC Chapel Hill.

Many details in the memorandum of understanding have been worked out: we have agreement on the facilities use, space, classrooms and possible modifications. Other details are still in process, such as fees, how fees are collected and where they go, and services.

- Ms. Nelms referred to the various construction projects on campus and asked where we will park.
  - Mr. Pierce said there will be more focus on parking, particularly on events for the Health and Wellness Center and for basketball games, but additional work needs to be done.
  - Chancellor Ponder said a group is working with the new Police Chief and Vice Chancellor Haggard, including some faculty who are working on transportation and parking. Students have been concerned about parking as well.

### **Replace Carmichael Hall and University Lecture Hall**

This project, currently priority #1 on the University's capital priority list, would replace these academic facilities with expanded classroom and lecture space. Initial planning money for this project was allocated by the Legislature and subsequently withdrawn during the economic downturn. Over last winter, there were numerous roof leaks in the building caused by melting snow and a roof that is in increasingly poor condition. This has caused disruptions in the building, including the necessity for asbestos floor and ceiling removal in selected areas. The University has designed the replacement of both roofs and should receive 2010 Repair and Renovation funds soon so that the roof replacement construction can begin. The State did not allocate new construction monies to the university system for the 2010-11 fiscal year and is facing a more difficult budget situation in 2011-12.

Dr. Frank thanked Chancellor Ponder and Vice Chancellor Pierce for their reports.

### **Faculty Assembly report**

Dr. Lora Holland reported on the November 12, 2010, Faculty Assembly meeting.

- Faculty Assembly chair, Sandie Gravett reported that an Academic Freedom Resolution has now been passed on three campuses and is on the agenda at several others. Top priorities for a lean budget are being requested from the legislature, and the GA Program Elimination Committee, which currently includes no faculty members, will be taking a long-term look at how to curtail programs and at current guidelines on process in the Faculty Code for letting go of tenured faculty. Some questions on the table include: what is a program? Where does tenure reside? What factors guide program elimination? Financial exigency and program elimination are the two reasons tenured faculty can be eliminated, with "reasonable assistance" and "fair review." The appellate process is being reviewed for clarifications and definitions, though potential eliminations are not in the mix for next year's 5% and 10% cut proposals currently under consideration.
- Bruce Mallette, the Senior Associate Vice President for Academic and Student Affairs at GA reported on "Academic Responsibility." The BOG and the new president will continue to focus on retention and

graduation rates, but they want to know more about various campus policies on late drops, late withdrawals, and repeat courses. The 6 ½ % rule for tuition increases passed again.

- The focus of the morning was discussion of Advising, the Registrar, and Financial Aid, with invited representatives with these areas of expertise discussing current policies and best practices on various campuses.
- Small group afternoon sessions continued discussion in these three areas, as well as the “Academics First” initiative. Dr. Holland attended this session, and 11 ideas and questions were raised.
- In the Advising meeting, 15 advising questions were formulated (with different questions for different situations).
- In the Registrar meeting it was noted that FA needs to initiate a process to make financial aid guidelines the same as academic guidelines, like at Chapel Hill. Drop/add, withdrawals, repeats guidelines initiative needed for best practices.
- At the Financial Aid meeting some areas of overlap between FA office and academics were identified.
- Sandie Gravett discussed the uncertainties surrounding transitions at GA, with the new president, Tom Ross, coming in on December 13, and the new hires in progress for Vice President for Finance and Senior Vice President position currently held by Alan Mabe, turnovers in the BOG (16 will be eligible), not to mention the numerous new legislators coming in. Consequently, some things at GA are on hold or are moving slowly. The dire budget situation was emphasized, with Dr. Gravett noting Erskine Bowles’ remark that if proposed cuts get into the 20% range, a campus may have to be shut down to avoid damaging the whole system. She noted that there is now an active collaboration site for Faculty Senate chairs at all the campuses to get FA information, and that legislative advocacy will be the topic for January’s FA meeting.
- Dr. Gravett also set some homework for all the campuses.
- See the complete Faculty Assembly report: <http://www2.unca.edu/facultysenate/2010-11/120210%20Faculty%20Assembly%20report.htm>

#### **Diversity Action Committee**

Keith Bramlett thanked the Senate for the opportunity to begin what will hopefully become an on-going conversation that will start a more collaborative effort that we can sustain in meeting our goals. It has become extraordinarily clear to members of the DAC Committee that we need absolutely every member of this community to do the work.

When DAC reviewed the results of the Climate Survey they were overwhelmed by the large percentage of faculty that expressed they had little if any interest in the experiences of individuals or groups that feel marginalized, erased, invisible or discriminated against. The Climate Survey provides testimony to the fact that there are a significant number of members of our community: faculty, staff and students that because of their sexuality, because of their religion, and because of their political beliefs self-reported embarrassing kinds of experiences.

As a result of the data analysis of the Climate Survey, DAC identified some immediate priorities:

- Hiring diverse faculty.
- Building a sense of community where members of the community do not feel isolated and are welcomed.
- Addressing the needs of transfer students who showed marked trends with regard to their campus experiences.
- Working on domestic partner benefits.

DAC has established a tradition of working with the Senate: it consulted with the Senate on the definition of diversity and worked with members of the UPC on the Climate Survey. They have started a subcommittee to work on domestic partner benefits and hope to start working collaboratively with FWDC in January to talk about these issues. DAC also invited Senators to its meeting on December 9<sup>th</sup>.

Mr. Bramlett said that DAC is soliciting your help, your support, your ideas, and your leadership in trying to reach the goal of an inclusive and welcoming teaching and learning environment at UNC Asheville. DAC cannot do it. Admissions cannot do it. We need everybody.

### Discussion

- Dr. Reynolds said a great opportunity to meet with educators in our school system is at the banquets on “exploring worlds” on December 9 and January 6. They have a wonderful pool of students there, many of whom are minorities, and we can convince local students that UNCA is a great place to go. We should also encourage departments to come up with ways to work toward these ends. Dr. Konz added that 15 banquet slots are still available for UNCA.
- Dr. Sidelnick said all of our students come from somewhere. We can either wait for them or we can help shape them into coming here. That is not just the role of the department of Education on campus because our students do not major in education – they major in your programs in your departments. However, the environment on this campus fails to reward work with those public schools because it delegates it to the subject of service. It was made explicitly clear in a meeting with a Committee of Tenured Faculty last spring that service is ranked third by our own Handbook as far as priorities for consideration for reappointment and tenure. Unless there is an incentive, many are content to sit in our offices and wait for the students to come. That is the environment that we have created because we do not acknowledge nor reward efforts that result in recruiting students.
- Dr. Kormanik and Ms. Nelms thanked DAC for doing a wonderful job of summarizing the survey results.

### IV. Faculty Welfare and Development Committee

Dr. Gary Ettari reported for the Faculty Welfare and Development Committee.

#### **Report: Section 2 of the Faculty Handbook: Hiring – Termination: Ranks, Searches, Contracts, Benefits**

Dr. Ettari thanked his colleagues on FWDC for their work and for their energy to sustain this effort to revise Section 2 of the Faculty Handbook. All of the changes made were deemed by FWDC to be editorial rather than substantive, but it is important to emphasize that if other’s feel differently FWDC will be happy to turn this into a Senate document rather than a report. FWDC is here to serve our colleagues and not to make definitive statements that we expect senators to fall in line with.

- Many changes were simply changes in title.
- FWDC has suggested replacing some sections with links to Human Resources or Academic Affairs.
- Dr. Ettari made corrections to the report: It may have been disconcerting to some of you to find that two Senate documents disappeared from the Handbook, but that is not the case. The text under 2.1.2 has been moved to 2.1.2.2.
- An editorial correction will be made to change SD2384 with SD2484.
- Regarding SD1099F under section 2.3, FWDC will put in an addendum under section 2.5 that still retains the link in the Faculty Handbook to the Senate document thereby preventing any Senate document from being eliminated.

### Discussion

- Dr. Moorhead questioned the need to link to Human Resources and Academic Affairs rather than having the information in the Handbook that is online. He did not understand the rationale or expediency of having the information in a different place.
  - Dr. Ettari said FWDC approached Section 2 with an eye toward streamlining the Handbook. Their concern was redundancy and they thought it was more efficient to have a link where it already exists. It can still be in the Handbook.
  - Dean Konz said there are times when there is information in the Handbook that is purely procedural and is not based on a Senate document which was not updated at the same time that the more definitive source of information was updated. To make sure everyone is reading the same information at the same time it seemed wise to link to a specific link.
  - Dr. Ettari said that is one reason for his concern about the elimination of Senate documents. FWDC inserted a link to the Academic Affairs site and excised a Senate document – it is preferable to have that reinserted as part of the Handbook. Editorial changes will be made a new version of the report will be circulated to everyone.
  - Dr. Frank said at some point this report needs to be presented as a document for Senate approval.

- Dr. Ettari said the report can be made into a document with the changes mentioned and come before the Senate for consideration.

## **V. Institutional Development Committee/University Planning Council Reports**

Ms. Linda Nelms reported for Institutional Development Committee and University Planning Council.

### **Institutional Development Committee (IDC)**

Highlights of last IDC meeting:

- Chair of the Promotion and Tenure Review Committee Karin Peterson visited with IDC to discuss the committee's concerns about promotion and tenure: that, given the shortage of resources and the increased expectations of faculty performance in teaching, scholarship, and service, the actual accomplishment of all expectations would be impossible and the outcome of promotion and tenure processes could be arbitrary. Dr. Peterson confirmed that such a concern was shared across the faculty. In the comprehensive review of faculty, two potentially contradictory issues emerged. On the one hand, faculty want clarity in terms of expectations, but they also want the flexibility to define terms of their assessment as it relates to their specific disciplines. One of the tasks of the committee is to address these major concerns.
- The committee has gathered information and is currently processing data. They plan to make recommendations in the spring semester of 2011. Dr. Peterson welcomes input from all faculty. This is our opportunity to assist in a matter that is important to all members of the academic community.
- In further conversation with Dr. Peterson, we discussed the importance of clear communication. The faculty member needs to communicate clearly with the department chair, the department chair with the dean, the dean with the provost, and the provost with the entire faculty including all who might serve on the Committee of Tenured Faculty. There should be no surprises when these important decisions are made.
- Dr. Friedenbergh presented two excellent graphics showing the Planning and Assessment Process and the Assessment and Review Process. The graphics illustrate the interconnections between the various planning groups and processes.

In the discussion that followed, members of the IDC voiced concern over the current cost of assessment and the foreseeable increase in the cost of assessment.

- At present, assessment for Student Affairs is delegated to Nancy Yeager whose title is Director of Student Affairs Planning and Assessment. Her salary is paid from the Student Affairs Budget.
- Those activities that are under the Chancellor's supervision are supervised by Elizabeth Becker, Executive Assistant.
- Financial Affairs assessment is under the guidance of Clayton Fogg, Director of Finance, Budget, and Operations.
- Academic Affairs is guided by Lisa Friedenbergh, who devotes 95% of her time to assessment.
- The proposed Director of Institutional Effectiveness will develop, record, and assemble information from all functions of the campus for use both on and off campus. The role was defined as that of a "meaning maker."
- Both Dr. Friedenbergh and the Director of Institutional Effectiveness will report to the Provost and their salaries are from the academic budget.
- The first candidates visited the campus this week. Next week, two additional candidates will visit. Faculty are urged to attend their open presentations and provide feedback to the Search Committee.
- In response to a request from a member of the Senate, the IDC reviewed a possible resolution on behalf of those areas of the campus that generate revenue. Dean Ashburn reminded the committee that many departments generate revenue through tuition and state allocation. The committee is inviting two or more of the directors of these programs to the next IDC meeting to discuss the issues further.
- Additionally, the next meeting of IDC will have Mr. Capone and Dr. Kormanik visit to discuss the work of the Policies Committee. Members of the IDC and the Senate have expressed concern over policy issues relating to clarity and enforcement. While this committee is focusing on university-wide policies, we would like to know how their work might assist us in addressing some of our concerns.



### Discussion

- Dr. Reynolds asked for clarification on the two graphics that were distributed.
  - Dr. Friedenberg said as part of what we must produce for our SACS document, we are required to develop schematics representing the university planning, review and budget process. The two diagrams are a culmination of work and they have been reviewed in a number of different places and they were brought to IDC for their input prior to bringing them to the Senate.

Dr. Friedenberg briefly explained the diagrams: 1) in the Planning and Assessment process, everything starts with the mission and then we have the two pillars of our planning process: the Strategic Plan and the Student Learning Outcomes. The schematic shows how those are articulated into sets of goals and outcomes at various levels institutionally and then fed into an assessment process which is then picked up on the second schematic; 2) the Assessment process of goals and outcomes from those two pillars loops around, getting input from places and providing input for decision making.

- Dr. Reynolds said we are interviewing for a new position of Director of Institutional Effectiveness. Where does that person fit into this?
  - Dr. Friedenberg said she is the Director of Academic Assessment for Academic Affairs. The Director of Institutional Effectiveness is an integrative position across the entire campus. One of the advantages is that this person is going to report to the Provost which means that oversight of all of our program evaluation work lives in Academic Affairs. In some other institutions this is a person who reports to the Chancellor. She believes this is a huge advantage because it lets us make very clear to other units that the academic core and teaching and learning is at the center of what we do and our effectiveness of those fronts is paramount, and things that facilitate that effectiveness or jeopardize that effectiveness is what we need to be talking about.

Each Vice Chancellor was able to appoint someone to the role of coordinating assessment activities in the vice chancellor area. Student Affairs was the only unit that had a defined position. We needed a point person in each unit to help us coordinate rebuilding our system.

- Dr. Reynolds asked where the money comes from to pay this person.
  - Dr. Fernandes said the senior staff at the start of the fiscal year added the money to the Academic Affairs budget from the general funds for this position and benefits.
- Dr. Reynolds asked if this is a necessary expenditure of money in order to get us through SACS.
  - Dr. Fernandes said it really is not about SACS, but yes we do need to satisfy the requirements of SACS. Institutional effectiveness will go on throughout the ebbs and flows of when SACS is involved. We still need to be sure that we are as effective as a university in teaching our students as we say we are.

### University Planning Committee (UPC)

Highlights of UPC meeting:

- The University Strategy for 20011-13 Resource Allocation document was adopted by vote.
- Chancellor Ponder asked for UPC advisement on opportunities for added revenue. Suggestions from the group included increasing summer school enrollment. Related comments addressed ways to increase summer enrollment by increasing the predictability of summer school offerings. Other proposals included conducting AP testing on campus; increasing on-line classes; promoting UNC Asheville as a home for a variety of academic and non-academic programs and conferences for the environmental issues. The report from Chancellor Reed's Summer Task Force from 1999 will be accessed to see if there is some good guidance relevant to the present circumstances.
- Our last master plan for our physical campus was completed in 2005. A subsequent peripheral property study led to the acquisition of the Rhoades property. The lens of the University Strategic Plan will be used to help establish priorities, create an architectural theme, and think about roads and signage that are optimal

to the campus we want to be. Rob Nelson, the recently retired UNC-GA VP for Finance, will be the initial consultant. As the primary planning group on campus, UPC will play a major role in this process. Mr. Nelson has met with the Board of Trustees to start the process. The master planning process will take several years and there will be opportunities for all parties to participate.

N.B. Some of the wording of this report is taken from the minutes of the UPC meeting:

<http://www2.unca.edu/ir/plan/upc/Minutes/minutes10-11/Nov%2019.pdf>

## VI. Academic Policies Committee

Mr. Rob Berls reported for the Academic Policies Committee.

### First Reading: [Unanimously approved by APC]

APC 2: Remove Computer Competency from ACCT 340 and MGMT 491

APC 3: Change HIST 250 from 2 to 3 Credit Hours

APC 4: Change course description for MLA 500

APC 5: Add new course, ATMS 355, Physical Oceanography

APC 6: Add new course, ATMS 325, Geographic Information Systems in Meteorology

APC 7: Add new course, ATMS 328, Broadcast Meteorology

APC 8: Change in Academic Policy for Permission to Take a Course as a Visitor at Another Institution

APC 9: Delete HIST 346; Add new course, HIST 347, History of Ireland

APC 10: Change title and course description for HIST 348

## VII. Administrative Reports

### Reaffirmation Update

Dr. Mary Lynn Manns distributed a summary of the selection of QEP Broad Area and Topic.

The final topic category selection survey, with the seven categories, is available to faculty, staff, students and Alumni Council from December 1 through December 12. On December 14 the data categorization specialists (from QEP Leadership Team) and SACS Working Group will examine the survey results; the potential topics will be prepared for the QEP Leadership Team. On December 17 the QEP Leadership Team will draft the QEP topic. The QEP topic will be sent to UNC Asheville governing bodies for endorsement. Phase II is scheduled to begin February 1, 2011.

Addition (and ongoing) information is available on the QEP website: <http://sacs.unca.edu/qep>

### Student Government Association

Highlights of Ms. Courtney Galatioto's report:

- In November the SGA hosted the Association of Student Governments.
- First Earth Hour (unplug and be mindful of consumption).
- Lights Initiative for faculty and staff to participate.
- Hosted e-forum during lunch hour to encourage commuter and nontraditional participation.
- Today hosted first Commuter Appreciation Day with breakfast and hot cider.

### Discussion

- Dr. Reynolds asked if students are supportive of our athletic fee. She understands it is high within the system.
  - Ms. Galatioto said the answer is yes and no. Students would say they do not support the high athletic fee. However if someone explains what the fees fund then the students would say yes. Our fees are high but we are a small school. We also do not make revenue like larger schools do. Sometimes students need to be reminded of the services they receive. Students are grateful that athletics did not ask for an increase this year.
- Ms. Nelms applauded SGA's efforts to engage commuter students and suggested they also do something for Transfer students.

**VIII. Old Business**

Dr. Moorhead again questioned the need to streamline the Handbook. It is an online document and as long as the information is consistent it would make more sense to keep it as it is than to have changes made which may or may not have Senate approval. Dr. Ettari agreed and asked Dean Konz to comment.

Dean Konz said the parts of the revisions in Sections 2 that were replaced by links are parts that have never been part of Senate oversight, not approved by Senate documents. They have to do with informational reporting on procedures. An example would be hiring procedures: how you get funding for the people that are coming to campus and how you get reimbursed. In that particular example, it has been under the oversight of Academic Affairs and changes would be made anyway. The problem has been that the changes did not always show up in the Handbook. By placing a link in the Handbook, it is true that the changes would not be visible but at least you would have one definitive site for those changes. Anyone who wants information on that particular area could click on the link and go right to the site.

Dr. Ettari said this is also an efficiency issue. If changes are made through that link at that particular website then changes need to be made to the Faculty Handbook. The Handbook should be a more organic, changing document than perhaps it has been but that is also another part of the process too.

**IX. New Business**

There was no New Business.

**X. Adjourn**

Dr. Frank adjourned the meeting at 5:30 pm.

Respectfully submitted by:      Sandra Gravely  
Executive Committee