Standing Committee Reports

Academic Year 2011-2012

Committees

Faculty Competitive Grants Committee

Annual Report 2011-2012

Faculty Academic Planning and Budget Committee

Annual Report 2011-2012

Faculty Academic Policy and Standards Committee

Annual Report 2011-2012

Faculty Assembly

Annual Report 2011-2012

Faculty Employment Status Committee

Annual Report 2011-2012

Date: April 3, 2012
To: Michael Green, Faculty President
From: Aimee Parkison, Associate Professor of English,
     Faculty Employment Status Committee chair

FESC Year-End Report

The workload for the FESC was extremely heavy this year, as this committee developed and submitted four motions, several of which involved complex research, faculty input, and challenging discussions related to RPT issues, faculty handbook revisions, policy issues, and the "community engagement" challenge left over from last year.

The FESC was extremely effective and productive in handling this unusually challenging and unusually heavy workload.

The first three of the FESC motions brought to FC this year passed, and the fourth FESC motion is scheduled to come up for a vote at the last FC meeting of this year.

The following motions were submitted by the FESC this year in the following order:

1.) Motion regarding the proposed change to Policy #98 (sexual orientation and gender identity) – motion passed in FC vote
2.) Motion to approve University Professor Honor Draft, which came to the FESC from the Provost – motion passed in FC vote
3.) New Community Engagement Motion (to replace previous motion that was tabled last academic year) – motion passed in FC vote
4.) Motion to approve Committee on the Future of the Faculty (CFF) Recommendations on Joint Appointments with additional edits from the Provost – motion to be voted on at the next FC meeting at the end of the year

This completes FESC's business for the academic year of 2011-2012.

The following items carry over to be dealt with by FESC during the next academic year:

1.) Policy regarding electronic course evaluations (issue brought up by Meg Morgan, Professor of English, in a document entitled "Response to Approval of Online Course Evaluations")
2.) Possible confusion between Academic Personnel Procedures Handbook and University TPRP Guidelines in regards to "external reviewers" (concern brought to Faculty President by David M. Binkley, Professor, Department of Electrical and Computer Engineering).

Members of the FESC are Aimee Parkison (chair), Deborah Ryan, Kelly Zellars, Bill Ribarsky, Tehia Starker, Steve Kuyath, Tony Scott, Sue Marchetti, Allison Stedman, Carol Leeman, and Bridgette Sanders.

Faculty Research Grants Committee

Annual Report 2011-2012

Faculty SOTL Grants Committee

Annual Report 2011-2012

Faculty Welfare Committee

Annual Report 2011-2012

Graduate Council

Annual Report 2011-2012

MEMORANDUM

To: Dr. Michael Green, President
        UNC Charlotte Faculty

From: Dr. Rob Roy McGregor, Chair
        UNC Charlotte Graduate Council

Date: May 2, 2012

RE: Final Report on Graduate Council Activities for 2011-2012

The Graduate Council held one organizational meeting and eight business meetings during academic year 2011-2012. We dealt with 28 course and curriculum proposals, reconsidered the minimum GPA to require for admission to the Graduate School, and received a report from a subcommittee of the Council that had been considering the issue of graduate program review at UNC Charlotte.

During the 2010-2011 academic year, the Council forwarded to the Faculty Executive Committee (FEC) a motion to raise the minimum overall GPA for admission to a UNC Charlotte master's degree program from 2.75 on a 4.00 scale to 3.00 on a 4.00 scale. A supporting memorandum from the Dean of the Graduate School noted that exceptions to the minimum GPA requirement could be made on a case-by-case basis as warranted. The FEC returned the motion to the Graduate Council for clarification of the effective date of the proposed policy change and for resolution of the discrepancy between the Graduate Dean's comment about flexibility in accepting students and the absence of such a statement in the Council's motion. At its first business meeting of academic year 2011-2012, the Council reconsidered its original motion to address the issues raised by the FEC. Members of the Council concluded that the new minimum GPA should become effective immediately on final approval of the requested change and that a statement about flexibility in accepting students should be included in the new catalog copy. The Council voted to send the following revised motion to the FEC:

> The Graduate Council moves that, effective immediately, the minimum overall GPA for admission to a master's degree program at UNC Charlotte be raised from 2.75 on a 4.00 scale to 3.00 on a 4.00 scale and that the following revised Graduate Catalog copy be approved:
>
> ***Doctoral and Master's Programs:*** *To be admitted to a doctoral or master's program, an applicant must have earned an overall GPA of at least 3.0 (based on a 4.0 scale) in the undergraduate degree or in the latest graduate degree program. However, because admissions decisions are based on a holistic review of an application, exceptions to this minimum GPA requirement may be made on*

a case-by-case basis as warranted. A given program may have more rigorous admissions criteria

Also during the 2010-2011 academic year, Graduate School Dean Tom Reynolds requested that the Council consider the issue of graduate program review at UNC Charlotte. A subcommittee of the Council began discussing graduate program review in Spring 2011 and then completed its work and made its report to the full Council this spring. The specific charge to the subcommittee had been to focus on a process for reviewing doctoral programs. By the time the subcommittee reported to the full Council, Dean Reynolds had learned that graduate program review would be required to encompass master's programs as well as doctoral programs and that it would be incorporated into a broader enrollment planning and program review process. This process will be directed by Academic Affairs and is being discussed at level of the Deans' Council. The Graduate Council has deferred further discussion of graduate program review until the Council receives more information about the overall enrollment planning and program review process.

Faculty Grievance Committee

Annual Report 2011-2012

GRIEVANCE COMMITTEE'S

2011-2012 ANNUAL REPORT

(Submitted on April 17, 2012)

Committee Members:

Jeff Barto, KNES

Ken Bost, BIOL

Susan Gardner, ENGL

Ann Gonzalez, LCS

Mehdi Miri, Chair

Dena Shenk, ANTH

Todd Steck, BIOL

Meredith Troutman, NURS

Joe Urbas, ET

During the 2011-2012 Academic Year, no grievance case was brought before the Faculty Grievance Committee. However, the committee reviewed the draft document titled "*UNC Charlotte Faculty Grievance Committee Procedures for Disposition of Grievances*" that the Provost had asked Faculty Governance to review and update as needed. The purpose of this document is to assist Grievance Committees in the conduct of grievance hearings. We found this document to be useful and recommended only minor changes to the draft version given to us. When it becomes available, this document will provide much needed guidance on procedures for the disposition of faculty grievances.

Faculty Hearing Committee

Annual Report 2011-2012

Undergraduate Course and Curriculum Committee

Annual Report 2011-2012

UNDERGRADUATE COURSE AND CURRICULUM COMMITTEE

UNC CHARLOTTE

2011-2012 ANNUAL REPORT

Submitted by Janet E. Levy, Chair

April 16, 2012

The UCCC met twice in each semester during the academic year. At these meetings, we handled several Long Form proposals, including: new concentration in AFRS; new concentration in Fire Safety Engineering (Dept. of Engineering Technology and Construction Management) ; new minor in Environmental Sciences (Depts of Biology and of Geography and Earth Sciences); revision of the undergraduate major in PSYC ; development of template for 5-year BA/MA programs; new Urban Youth and Communities Minor (College of Education and College of Liberal Arts and Sciences). Each of these was ultimately approved, although some required revisions and re-review.

Between June 1, 2011, and April 11, 2012, the committee chair alone handled 55+ Short Form proposals (sometimes two at a time), which impacted a larger number of courses (because some short form proposals impact numerous courses). The committee chair also worked with Leslie Zenk, Academic Affairs, on various policy questions relevant to the undergraduate curriculum process.

The committee continued to use a Moodle "Projects" site for communication within the committee. This has proved to be very useful. The chair expects a few more short forms to appear before the end of the academic year. As of April 16, 2012, there are no long form proposals pending.

At its final meeting of the academic year, in April, 2012, the committee provided consultation on a proposal to set up a more directive timeline for the curriculum process. The draft of this proposal, created by Leslie Zenk, is attached. This would establish a once-per-year time frame for updating the undergraduate catalog, which is in line with several peer institutions. It is acknowledged that there will need to be a transition period for departments. But, the more-or-less continuous calendar of change that is not used at UNC Charlotte is not sustainable and puts enormous pressure on the Office of the Registrar. It also has the potential for creating confusion in graduation requirements for students.

UNDERGRADUATE COURSE AND CURRICULUM COMMITTEE (UCCC): 2011-2012

Unit	Representative	Alternate	Term Ends
Chair	Janet Levy, ANTH		2012
Arts + Architecture	Nicholas Senske, ARCH	Delia Neil, DANC	2013
Business	Ted Amato, Econ	Ellen Sewell, Econ	2012
Computing & Informatics	Bruce Long, SIS	Min Shin, CS	2013
Education	Charles Wood, SPCD	Drew Polly, REEL	2012
Engineering	Bruce Gehrig, ET	Larry Sharpe	2012
Health & Human Services	Jeff Barto, KNES	Bob Herman-Smith, SOWK	2013
Liberal Arts & Sciences	Amanda Pipkin, HIST (on leave 2011-12)	Debra Smith, AFRS	2013
Liberal Arts & Sciences	Tonya Bates, BIOL	Elisabeth Benchich, PHYS	2013
Liberal Arts & Sciences	Kathy Asala, CHEM	Debra Smith, AFRS	2012
Library	Stephanie Otis, LIB	Denelle Eads, LIB	2013

Undergraduate Student (Full-time),

Course and Curriculum/Catalog Changes
drafted by Leslie Zenk

2/29/12
Problems:

1. No deadlines for course and curriculum approval process
   - Departments and colleges do not know when to plan, make changes, or when to expect a response
   - Lack of timeline shows disregard for Office of the Registrar deadlines; once registration has started for a given term, you cannot make changes to courses

2. Continual changes in online catalog rather than one-time annual changes
   - There was an understanding that the move from publishing a catalog every two years to every year was to help alleviate the pressure when changes need to happen sooner. However, this has escalated into a move towards continual changes in the online catalog rather than annual changes.
   - Continuous, ongoing curriculum changes are confusing for students and advisors and disadvantage students.
   - Changes should not be made once the catalog is "printed."
      - This year to date, Eric Klee has made changes for seven departments who failed to complete the necessary catalog changes in the timeframe allowed and then realized their catalog entries were out-of-date.
      - In addition, changes to the online version of the catalog are made continuously throughout the year as curriculum changes are approved.
   - Best practice is planned course and curriculum changes, with annual changes made for implementation for the entering fall class.

Peer institution catalog deadlines:

Institution	Curriculum Changes Due to Univ Curriculum Committee*	Catalog 'Published'
UNC-Chapel Hill	October 15	Annually (May)
UNC-Greensboro	January 22	Annually
UNC-Asheville	November 5	Annually
Western Michigan U	November 23 (for following fall)/May 25 (for following spring)	Semiannually
Kent State (OH)	January 2	Annually
Portland State (OR)	February 1	Annually
U of RI	April 9	Annually (September)
Old Dominion U (VA)	October 1	Annually
U of MN	January 6	Annually (May)
Northern KY U	December 16	Annually

*A curriculum change requested by this date will be included in the next catalog pending approval by curriculum committee.

(cont)

Suggested Guidelines for Course and Curriculum Changes

Course and Curriculum Changes	
Last day of fall semester classes	Deadline for course and curriculum proposals to UCCC and GC
2/15	Deadline for course and curriculum proposals from UCCC and GC to Academic Affairs
3/12	Deadline for course and curriculum approval memos from Academic Affairs
3/26	Registration for Summer and Fall
5/1	Catalog posted online

Estimated time schedule for review at each level:
- Departmental and Collegiate review period (from beginning of Fall term): 16 weeks
- UCCC and GC review period (including time for revisions by department): 12 weeks+
- Academic Affairs processing period: 4 weeks
- Office of Registrar processing period: 2 weeks

University College Faculty Committee

Annual Report 2011-2012

From: Walker, Lisa
Sent: Monday, April 23, 2012 5:03 PM
To: Green, Michael
Subject: RE: Year-end reports

2011-2012 Annual Report from University College Faculty Council (formerly Gen Ed Committee
Submitted by Lisa Slattery Walker

Activities of the Council for this year included:

- Pursued name correction (from FCUC to UCFC).
- Finalized guidelines for W and O courses. We currently have a set of requirements for
  - o "minimal" and "best practice" criteria for on-going use.
- Worked with Leslie Zink to revise processes and forms to reflect current
  routing procedures for W/O proposals, and to include dissemination of the
  best practices document in those processes.
- Shared W/O guidelines with FAPSC.
- Considered and endorsed minor in Civic Minor in Urban Youth and Communities.
- Reviewed, updated, and endorsed LBST reporting form and LBST curriculum guides.
- Discussed role of UCFC and the QEP. Decided to incorporate the discussion into next year's
  - o 10-year review of the Gen Ed program.
- Participated in a General Education assessment webinar.
- Began to develop a procedure and timeline for the 10-year review of Gen Ed to take
  place during the summer of 2012 through Spring of 2013.
- Reviewed first-year writing learning outcomes.
- Conducted annual evaluation of Dean John Smail.

Lisa Slattery Walker, Ph.D. **|** Chair and Professor of Sociology
Professor of Organizational Science

University Honors Council

Annual Report 2011-2012

University Honors Council
Annual Report
2011 - 12 Academic Year

1) The University Honors Council approved 56 Candidacy applications during the Fall semester and is currently considering 19 submitted during the Spring semester.

2) The University Honors Council certified students for May Graduation with Honors as follows:

University Honors - 33
Business Honors -   1
Arts and Architecture - 3
Anthropology - 1
Biology - 10
Chemistry - 1
Geography and Earth Science - 1
History - 5
Language and Culture Studies - 1
Math - 1
Physics - 1
Political Science - 1
Psychology - 4

(It should be noted that eight students received both University Honors and Honors in a discipline; these students appear twice in the list above.)

3) The University Honors Council approved a new Honors Program in Exercise Science.

4) The University Honors Council approved revisions to the Honors Program in Arts and Architecture.

5) Unfinished business to be concluded this academic year includes final action on Candidacy applications from candidates for Honors graduation in August or December, 2012.

Respectfully submitted,

Daniel Jones, Chair

Faculty Advisory Library Committee

Annual Report 2011-2012

Faculty Advisory Summer Sessions Committee

Annual Report 2011-2012

FASSC Meeting

April 2, 2012 from 10:00AM-11:00AM – Colvard 5100

Attending: Joyce Beggs, Management
              Tracy Bonoffski, Kinesiology
              Brooks, Debra, Extended Academic Programs
              Nishi Bryska, Biology
              Diane Cassidy, Computer Science
              Charisse Coston, Chair, Criminal Justice
              Mira Frisch, Music
              Tiffany McAfee, Extended Academic Programs
              Dennis McElhoe, Extended Academic Programs
              Carolyn Salanger, Extended Academic Programs
              Deborah Sharer, Engineering Technology
              Bruce Taylor, Reading and Elementary Education
              Lori Van Wallendael, Psychology
              Judy Walker, Chair, Library

Introductions

- Charisse Coston, Chair, opened the meeting with a welcome and thanks to all for attending, then asked for everyone to introduce themselves

Review of Ideas for Pre-session ("Maymester")

- Reasoning for the option to offer a pre-session before the start of Summer I is to help increase enrollments, and give other options to students who typically need to leave for the summer to return home.
- Bruce Taylor, Reading and Elementary Education expressed that the College of Education would like the options to have a pre-session. The dates would overlap with the public schools in the area before they let out for summer, offering more options for classroom work for Education students.
- Joyce Beggs, Management, shared that in the past these sort of courses allowed for instructors to be more innovative and use the time to help develop new courses that could then be used during the other semesters.
- Lori Van Wallendael, Psychology, shared that they people in her department would prefer a two week intense course offering before the start of First Summer Session courses.

- Mira Firsch, Music, expressed that those in the College of Arts and Architecture would enjoy the use of this time to create and offer hybrid courses that utilized face-to-face and online instruction. Also this would be a good time for instructors to offer study abroad or traveling type courses.
- After the suggestions from departments were made, the idea of a pre-session seemed to be favored. Dennis will follow up with C.J. Russo of the Registrar's Office to work out the mechanics for offering this option in the Banner system.

Summer Enrollments as of April 2, 2012

Summer 2012 as of 4/2/2012		
	Undergrad Enrollments	Graduate Enrollment
First Summer and Ten Week	7,439	1,134
Second Summer	4,797	587
Total	12,236	1,721

End of Summer 2011		
	Undergrad Enrollments	Graduate Enrollment
First Summer and Ten Week	5,733	1,753
Second Summer	4,315	1,261
Total	10,048	3,014

Marketing of Summer School 2012
- Debra Brooks, Extended Academic Programs, shared with the group about the different marketing activities that Summer School has been doing this year. In the part, Summer School was not greatly marketed and this summer there are some new initiatives
    - T-shirts: members of the Credit Programs office have been handing out t-shirts to students at Belk Tower and in front of the Student Union building. They are answering questions about summer school and encouraging students to sign up for courses.
    - Students who has been admitted for the Fall 2012 semester have received information about the Freshman Headstart program in which they can come in the Second Summer Session and begin their courses.
        - Freshmen have also been given this information at Explore.
        - A letter that was sent to the parents of freshmen encouraging them to send their students to summer school.

- - Local high school counselors were sent information for both freshmen attending UNC Charlotte in the fall and for students who may be going to other schools encouraging them to get a head start in the summer.
  - Current and continuing students have received targeted announcements from our office in the form of email.
  - Announcements about summer school have also been on the scoreboards at the Basketball games
  - Table toppers have been placed in the dining areas as they have in past summers.
  - Summer School was also featured for the web spotlight on Thursday, March 29: http://www.uncc.edu/spotlight/2012/summer-school

2012 Summer Intensive Courses for Incoming Freshmen
- Carolyn Salanger, Extended Academic Programs, spoke to the group about the Freshman Course Orientation to be held this summer, the week of July 29-August 3rd.
- Registration for the program has begun. Currently the enrollments are as follows:
  - Chemistry: 5
  - Calculus: 11
  - This time last year there were two students enrolled in the only program at the time, Chemistry. The program filled to about 80 students last summer. Most enrollments come from SOAR.
- Some parents have expressed interest in their student taking more than one Orientation course, which is not an option at this time for they run at the same time. This is something we plan to explore more next summer to make sure students can enroll in more programs if needed.
- Postcards were provided to faculty- please see attached. If you would like some postcards to distribute please contact Carolyn: Caroyln.Salanger@uncc.edu

Freshman
Orientation Direct Ma

Meeting adjourned at 10:25.

Faculty Information and Technology Services Advisory Committee

Annual Report 2011-2012

Faculty Information and Technology Services Advisory Committee (FITSAC)

UNC Charlotte

Annual Report - 2011/2012

April 18, 2012

I. Committee Workload

The committee met the third Tuesday of the month during the fall and spring semesters for a total of eight meetings. Meeting dates were: August 16, September 20, October 18, November 22, January 17, February 21, March 20, and *May 1 (scheduled).

II. Completed Projects

A. Online Course Evaluations

FITSAC submitted a motion to FEC on November 3, 2011 to implement web-based student course evaluations. FEC approved the motion and forwarded it to Faculty Council.

The following FITSAC motion was approved by the Faculty Council on Thursday, November 17, 2011. The vote was 26 in favor and 25 against.

1. Convert the current paper course evaluation system to electronic course evaluations commencing with the end of Spring 2012 semester;

2. Implement the conversion over the course of two years, beginning with volunteer colleges first
3. FITSAC will serve as an advisory committee for assessing and improving the conversion in all its aspects; it will report to Faculty Council annually on the conversion, including its successes, problems, solutions, and the committee's recommendations going forward.

History

Following last year's approval (March 22, 20120) by Faculty Council of two motions to investigate online course evaluations, a FITSAC subcommittee led by Eric Sauda was created. A pilot study designed by Bob Algozzine, Rich Lambert, and Richard Hartshorne was conducted in Spring 2011 and results shared with FITSAC in a September 2011 report "A Comparison of Web-Based and Paper-Based Course Evaluations at UNC Charlotte, A Report Prepared by The Center for Educational Measurement and Evaluation and The Center for Teaching and Learning."

Pilot Study

Overview: The research design for the study included eight course sections from each UNC Charlotte college—a stratified sample of two sections each from (A) small, lower-level courses, (B) large, lower-level courses, (C) upper-level undergraduate courses and (D) two graduate-level courses. Courses for inclusion in the study were recruited by the deans for each college at UNC Charlotte, who requested faculty volunteers to participate in the pilot study. Students in each section were randomly selected so that half of them completed the web-based course evaluation and the other half completed the paper-based course evaluation. The final sample included 1549 participants, with 774 assigned to complete the web-based student course evaluations and 775 assigned to complete the paper-based course evaluations. The Center for Teaching and Learning's website has full information about the pilot study: http://studentcourseevals.uncc.edu

Results:

- Ratings Similarity: Web and paper results show students very favorable towards instruction at UNC Charlotte. The results show no practical difference in ratings between survey methods.
- Availability of Results: Detailed web-based evaluation results are immediately available; this is a sharp contrast with the current system, where faculty wait for weeks or even months for results.
- Data Reporting: A web-based course evaluation system provides opportunities for comparison of data across colleges, departments, and disciplines, thereby contributing to strategic planning and institutional research.
- Response Rates: Prior studies show response rates in pilot tests of web-based course evaluations are typically lower than paper-based equivalents, but these rates rise when the web-based evaluations are centralized and fully operational with standard procedures in place. UNC Charlotte's pilot response rates significantly exceeded those in prior studies.
- Efficiency of Resource Use: Cost analysis indicates that a web-based course evaluation system would save at least $169,246 annually, or $850K over five years, a 68% reduction in total operating costs.

Implementation

Campus Labs, formerly StudentVoice, is a third-party vendor that will administer Web-based course evaluations to students. The CTL provides basic program coordination, which includes training, support, and Banner integration with Campus Labs.

A gradual phase-in of online evaluations over the course of four semesters will allow monitoring of the online system. The CTL is working with leadership teams in each college and committees formed from within each college to identify issues and voice concerns on behalf of the college, as well as to recommend policy changes as needed.

The Center for Educational Measurement and Evaluation (CEME), a research group headed by Rich Lambert that conducted the original pilot study, has been contracted to support in-depth statistical analyses for faculty and departments seeking assistance with data analyses and reporting. Additionally, faculty research teams wishing to study the online course evaluation can request access to the data from CTL once they have secured IRB approval.

The Center for Teaching and Learning's website has information about the implementation schedule with information for faculty, students, and administrators, including a statement from Provost Lorden regarding electronic course evaluations: http://myevals.uncc.edu

B. Security Incidents

The committee heard from Jay Dominick about the security incidents that occurred in Spring 2012.

C. Computer News: The committee heard from ITS on the following issues:

- Increase in wireless and library computing. Based on usage logs, ITS sees greatly increased use of student computing in the library over the other computer labs that were tracked for the last three years. This year alone, ITS has seen a 400% increase of wireless in library. They have purchased 85 new wireless access points purchased and ready to install these in the library.
- Student support changes. ITS is rethinking how it provides computer support to students and may begin providing hardware and software support to students in the library and other "outposts." ITS is also looking at how students use computing resources in newer buildings on campus, including Duke, Grigg, and Bioinformatics. ITS is working with NinerTech (the student computing store in the Union) and it is going to become warranty-certified for non-Apple hardware, starting with Dell. Through this partnership, students could receive software and hardware support for their personally owned devices on campus. The parameters of this support are still being defined but ITS hopes to have the new model in place for the new academic year.
- Virtual desktop/application access. ITS is studying whether Virtualized Desktops and Applications may be a useful model to enhance Student Computing needs on campus. Ideally these systems will provide access to applications and desktops from any device, from any location with internet access. They are designing a pilot proposal for a virtualized desktop/application model and will work with academic and business units to define a pilot project, ideally to run through next academic year.
- Novell/Windows 7/Office 2010. With the removal of Novell from university computers, campus can now move to Windows 7. Student computer labs will be moved to Windows 7 this summer. Beginning late this semester all new PCs will come to campus with Windows 7. Office 2010 was just installed in the labs and Barnard is the only lab with Office 2007. ITS is working to install Office 2010 in Barnard. Faculty machines will be converted via local IT within individual colleges. Properly licensed and configured Windows 7 images are being provided through ITS Desktop Support.
- Student-owned device support. In partnership with NinerTech, the ITS Student Computing Help Center (SCHC) is preparing to offer student-owned hardware support for Apple, Dell and possibly HP beginning by the fall semester.
- Cloud storage. Currently students are allotted 250MB of storage space. ITS is considering cloud storage that would provide more storage for students.

- Printing: ITS is researching how students can print from their own device using a release code. They are also studying the location of printing on campus. FITSAC members remarked that printing was needed in the CRI.

II. Ongoing/Unfinished Work

A. Online Course Evaluation Implementation

FITSAC will continue to receive regular reports from CTL about the implementation progress. The committee will continue to make recommendations to Faculty Council on the implementation as necessary.

B. Course and Curriculum Database Project

Heather McCullough represents FITSAC on the Course and Curriculum Database project and the committee members were asked to solicit and share with their deans or associate deans policy and procedural issues that need to be addressed in this new system being developed by ITS.

C. Qualitative Software Use

FITSAC is surveying colleges that have purchased individual licenses of NVivo and other qualitative software packages to ascertain how many licenses each college has purchased and how frequently the software is accessed.

III. Official FITSAC Membership 2011-2012

Faculty Information and Technology Services Advisory Committee (FITSAC)						
Chair	Heather McCullough				2013	HeatherMcCullough@uncc.edu
Arts + Architecture	Eric Sauda	ARCH	John Allemieier	MUSC	2012	EricSauda@uncc.edu
Business	Cem Saydam	BISOM	Daryl Kerr	ACCT	2012	saydam@uncc.edu
Computing & Informatics	Shannon Schlueter	BINF	Yu Wang	CS	2012	S.Schlueter@uncc.edu
Education	Drew Polly		Teresa Petty		2013	Drew.Polly@uncc.edu
Engineering	Edward Morse	MEES	Maciej Noras	ET	2012	Edward.Morse@uncc.edu
Health & Human Services	Judy Cornelius	SON	Diana Rowan	SOWK	2013	jbcornel@uncc.edu
Liberal Arts & Sciences	Debra Smith	AFRS	Mary Maureen Brown	POLS	2013	debrasmi@uncc.edu
Liberal Arts & Sciences	Cheryl Hicks	HIST	Mark Faust	PSYC	2012	Cheryl.Hicks@uncc.edu
Liberal Arts & Sciences	Ashli Stokes	COMM	Paul Youngman	LACS	2013	aqstokes@uncc.edu
Library	Michael Wineoff	LIB	Donna Lanclos	LIB	2013	mkwineco@uncc.edu
Student Representative	TBD					
Ex-officio non-voting member: Chief Information Officer Jay Dominick						

Respectfully submitted,

Heather McCullough, Chair

J. Murrey Atkins Library

Honorary Degree Advisory Committee

Annual Report 2011-2012

From: Connolly, Paula
To: Green, Michael
Cc: Brady, Donna; Zenk, Leslie
Subject: RE: Year-end reports
Date: Wednesday, April 04, 2012 2:30:51 PM

Michael,

End of Year Report re: Faculty Honorary Degree Committee.

Calls for Honorary Degree nominations were sent out in the fall semester by Leslie Zenk. The Faculty Honorary Degree Committee met to review nominations and sent nominations that met specified requirements to the Chancellor's Office for the review of the Board of Trustees.

If you have any further questions, feel free to contact Donna Brady or Leslie Zenk, both of whom serve as administrators for the Committee.

Best wishes,
Paula Connolly

Paula T. Connolly, Ph.D.| Associate Professor
UNC Charlotte | Department of English
9201 University Blvd. | Charlotte, NC 28223
Phone: 704-687-4213 | FAX: 704-687-3961 ptconnol@uncc.edu
http://www.english.uncc.edu/connolly.html

O. Max Gardner Award Committee

Annual Report 2011-2012

To: Michael Green, Faculty President

From: Ed Jernigan, Chair O. Max Gardner Nominating Committee

Date: April 25, 2012

Subject: Committee Report

The O. Max Gardner Nominating Committee consisted of myself, Dr. Meg Morgan, Dr. Diane Browder (the 2010-2011 Nominee and winner), and Dr. Andrew Harver. The committee met in October and selected Dr. Boyd H. Davis as the campus nominee. A nominating package was prepared and submitted to the Board of Governors in early December of 2011. Dr. Davis' Department Chair, Dr. Malin Pereira, was extremely supportive of the nomination and provided extensive help to the committee in preparing the nomination package.

Dr. Davis was not selected by the Board of Governors as the award recipient.