



Steering Committee for the Oversight of HLC and Legislative Academic Compliance

MINUTES
May 21, 2015

✚ Membership

Members Present: Ann Bentz, Katrina Rodriguez, Linda Black, Charlie Couch, Kim Black, James Broscheit (Marty Somero), Matt Goetzel, Paul Sharp, Jeanie York.

Members Absent: Sean Broghammer.

✚ Chair's Report

✚ Chair Bentz welcomed Matt Goetzel, who will replace Paul Sharp upon his retirement from UNC. The Committee thanked Paul for his service. Alison Merrill, the new Faculty Senate Chair, will attend the meetings until the Academic Policies Committee Chair is elected in the fall.

✚ Approval of Minutes from April 23, 2015

The Committee unanimously approved the March 26, 2015 minutes.

✚ Student Complaint Process-Katrina Rodriguez

Katrina noted that the UNCOA Student Complaint document is being developed, and she would like Committee input. The Committee discussed the current Student Complaint Procedures, Title IX complaint procedures, and the newly approved Discrimination Complaint Procedures (placed in the University Regulations April 15, 2015). Katrina noted that the term "discriminatory" will be removed from the complaint description outlined on the Dean of Students site.

- Graduate Council Questions/**Committee Responses in bold**

- Is the complaint database considered an open record? Will UNC need to provide the database or specific complaints to students, the student newspaper, or other reporters?
If requested, the number of complaints and types of complaints, in aggregate, would be provided. The database is not an open record. Specific data will not be reported publicly.
- Will complaints against a specific faculty member be included in his/her personnel file?
Is there an actionable outcome? The dean's office will retain the records. Additional discussion is needed on this question.
- How are individual faculty members, department chairs, school directors, college and deans, and the provost allowed to access and use student complaint information? **If requested, aggregate information is provided. Suggestion: Annual report to Senate? The Committee would like the GC to describe further the nature of the concerns.**
- What protections are in place to ensure that student complaints will not be considered in any portion of the annual review process, in matters of P/T, and pre-post-tenure review? Or is it the intention that complaints will be considered in these evaluations and, if so, does it adhere to Board Policy? We understand that this is outside the DOS purview, but until this is made explicit the Graduate Council remains uncomfortable with the policy. **Cannot guarantee that the information would be used (if actionable outcome results). The appropriate information would be considered. The faculty should receive education on types of complaints (what is considered a formal complaint versus informal).**
- Why is the individual faculty member being complained against not informed of the complaint at the same time as the Resolution Facilitator or Complaint Reviewer? The process seems to lack transparency and may place the individual being complained about in a defensive posture. We recommend that the faculty member be informed at the same time as the college-level

individual is notified. **The Committee agrees that the faculty member should be informed simultaneously with the Resolution Facilitator/Complaint Reviewer.**

- Are anonymous complaints tracked or recorded in some manner? If not, we find it problematic that students have the option to create an anonymous complaint. If anonymous complaints are tracked or recorded, and later incorporated into any of the faculty's personnel file or evaluative process, how are faculty members' due process right protected? **Yes, anonymous complaints are tracked. The faculty member is notified. University policy will be followed.**

Discussion on the GC questions/concerns will continue at the June 25th meeting.

 **Next Meeting: June 25, 2015 (10:30 a.m.-12:00 p.m.) Carter Hall 4th Floor Board Room**

Lori Riley, Recording Secretary