

**NORTH CAROLINA STATE UNIVERSITY**  
**Minutes of the Faculty Senate**  
November 12, 2024

**Regular Meeting No. 5 of the 71st Session Faculty Senate Chambers November 12, 2024**

**Present:** Herle McGowan, Chair of the Faculty; Katharine McKee, Parliamentarian; Senators Allaire, Ange van Heugten, Bell, Blank, Daley, Davis, Diaconeasa, Drake, Fang, Krim, Hyman, Meiklejohn, Mishra, Moore, Mullins, Paige, Phukan, Robinson, Schwartzman, Taveirne, and Taylor

**Absent:** Christopher DePerno, Associate Chair of the Faculty; Senators Breen, Campbell, Edmisten, Edwards, Fabiku, Hajbabaie, Hajibabai, Hou, Jasper, Lowe Reed, Roland, Verhallen, and Zarrour

**Guests:** Warwick Arden, Executive Vice Chancellor and Provost; Mary Millsaps, Director of Research Compliance; Daquan Tewberry, Student Senate Pro Tempore;

**1. Call to Order and Announcements - *Herle McGowan, Chair of the Faculty***

Chair McGowan called the fifth session of the 71st Faculty Senate to order at 3:00 PM. The meeting opened with several key announcements. First, the NC State University Council on the Status of Women is seeking community vignettes from students, staff, faculty, and alumni of all gender identities for presentation at the 2025 Sisterhood Dinner. These vignettes should celebrate individuals who created a ripple effect in someone's life, leading to personal successes, inspirations, or key milestones. Additional details are available on the Sisterhood Dinner website. Second, November is Native American Heritage Month, with the theme "*The Power of Narrative*." A list of related events can be found on the Multicultural Student Affairs website, also linked on page two of the agenda.

**2. Approval of the Minutes, Regular Meeting No. 4 of the 71st Session, October 29, 2024 - *Herle McGowan, Chair of the Faculty***

Chair McGowan called for a motion to approve the minutes of the October 29, 2024 Faculty Senate Meeting. A motion and second were made and the minutes were approved.

**3. Chair's Remarks - *Herle McGowan, Chair of the Faculty***

Chair McGowan provided updates on several initiatives initially introduced at the beginning of the semester, offering a preview of more comprehensive updates planned for the spring semester. Regarding the Foundations of American Democracy proposal, faculty were reminded to submit feedback via a link sent on October 30th, with the deadline being the following day. Updates were also shared about the Research Administration and Support Services task forces,

whose final reports and pilot project proposals are now available online. These initiatives focus on improving consistency, communication, and a unified approach to administrative processes. A detailed presentation will be provided to the Faculty Senate during the spring semester.

The Chair also addressed progress from the Student Mental Health Task Force. Multiple teams have been working on implementing recommendations to enhance student well-being through technology, training, and improvements to the physical environment. Many of these teams have completed their work, and summaries of their initiatives are available online. Special attention was given to an ongoing team exploring potential revisions to academic regulations, such as attendance policies and term withdrawal. Chair McGowan assured that Faculty Senate feedback would be sought before finalizing any proposed changes.

#### **4. Provost's Remarks and Q&A - Warwick Arden, Executive Vice Chancellor and Provost**

Provost Warwick Arden provided updates on significant structural changes within the university, enhancements to research infrastructure, and the renewal of a faculty development program, followed by a Q&A session.

He first discussed two major structural changes. Dean Deanna Dannels of the College of Humanities and Social Sciences shared plans to transition the Interdisciplinary Studies (IDS) program into a formal academic department named the Department of Integrative Humanities and Social Sciences (IHSS). This transition addresses long-standing issues such as the lack of tenure homes and promotion pathways for faculty. By establishing a formal department, IDS will gain the privileges and rights of an academic department, enhancing its ability to serve students and faculty effectively. Existing majors and minors will remain but will be optimized to align with the department's new mission. The proposal, extensively reviewed, is set to take effect by July 1, 2025.

Associate Dean Richard Warr of the Poole College of Management outlined the planned restructuring of the Department of Business Management into three distinct departments: Finance, Marketing, and Information Technology, Analytics, and Operations. This change modernizes the structure of the college, aligning it with peer institutions and addressing the needs of the university's largest undergraduate program. The restructuring aims to foster innovation, student belonging, and stronger alumni and business community engagement, with no anticipated impact on curricula or course offerings. Implementation is also targeted for July 1, 2025.

Provost Arden highlighted the university's need to strengthen its research infrastructure, which has not kept pace with the significant growth in research productivity. He applauded the efforts of task forces developing pilot projects to enhance administrative support and scalability, emphasizing their importance in maintaining the university's upward trajectory in research achievements.

Arden also addressed the renewal of the university's membership in the National Center for Faculty Development and Diversity (NCFDD). After reviewing utilization data, he confirmed that the program is widely used by 100-200 faculty, postdocs, and doctoral students annually, validating the \$20,000 investment. This reassessment ensures that resources are effectively allocated to support faculty development.

During the Q&A session, a question was raised about the UNC system's new policy requiring positions vacant for more than 12 months to be eliminated. Arden acknowledged concerns, particularly in STEM disciplines where funds from unfilled positions are often reserved for competitive start-up packages. While compliance is mandatory, he assured faculty that the university is not currently losing resources associated with these positions and is exploring alternative methods to support departmental needs.

The Provost concluded by expressing appreciation for the efforts of faculty and administrators in driving these initiatives forward and encouraged ongoing dialogue to address emerging challenges and opportunities.

## **5. Changes Regarding Notice of Intent, Conflict of Interest, and External Professional Activity for Pay - Mary Millsaps, Director of Research Compliance**

Mary Millsaps, Director of Research Compliance, presented updates on changes to regulations regarding Notice of Intent (NOI), Conflict of Interest (COI), and External Professional Activities for Pay (EPAP). These updates were necessitated by evolving federal and state regulations, including the National Security Presidential Memorandum (NSPM) 33 and the UNC System's policy updates. The changes aim to ensure compliance, improve user experience, and address known challenges in the disclosure process.

Key updates include the retirement of the NOI form and its replacement with the EPAP form, which consolidates all external activities in one document. This form, along with an updated COI disclosure form, will go live on November 25, 2024, with the EPAP disclosures required by January 30, 2025. Both paid and unpaid external activities now require disclosure, particularly those involving foreign talent recruitment programs or foreign entities of concern, such as China, Iran, North Korea, and Russia.

Additional changes include clearer definitions, streamlined forms, and guidance for faculty on disclosing activities such as consulting, fellowships, and reviewing publications. Scenarios were provided to illustrate compliance requirements, including considerations for travel sponsored by external entities. Faculty and staff are encouraged to use resources like decision trees, FAQs, and one-on-one consultations to navigate the new processes. The presentation emphasized transparency and proper disclosure to comply with federal guidelines and avoid research funding complications.

During Mary Millsaps' presentation on the updated regulations for Notice of Intent (NOI), Conflict of Interest (COI), and External Professional Activities for Pay (EPAP), several questions

were raised by attendees. These questions focused on clarifying the application of the new rules to specific scenarios, addressing compliance concerns, and understanding nuances in the updated processes.

## **Q&A**

### **1. How does this apply to unpaid activities such as webinars or panel participation?**

Unpaid external professional activities, including webinars for external entities, require disclosure if they are not part of an individual's regular university responsibilities. The distinction depends on whether the activity is conducted as an NC State representative or as an external professional activity.

### **2. What is the difference between an external activity and a university responsibility?**

University responsibilities include activities aligned with a faculty member's job description or outlined in NC State regulations (e.g., teaching, research, service). External activities, even if unpaid, must be disclosed if they involve professional expertise but are not part of the faculty member's university duties.

### **3. How should dual employment with another UNC System school be handled?**

Dual employment, where compensation is processed through NC State, does not require disclosure under the EPAP guidelines since it is managed by the university and is not considered an external activity.

### **4. Do textbook revisions or royalties require disclosure?**

Writing or revising a textbook typically requires an EPAP if it is an ongoing professional activity. Royalties or revenues received from textbooks must be disclosed annually as part of the COI financial interest form.

### **5. How should formal editorial appointments be handled?**

Formal editorial roles (e.g., being listed as an editor for a journal or holding an official appointment) must be disclosed under EPAP guidelines and may also need to be included in federal biosketches to comply with funding agency expectations.

### **6. Is travel funded by external entities always subject to disclosure?**

Yes, travel supported by external entities must be disclosed if it is not processed through an NC State account. However, domestic travel sponsored by U.S. government entities, U.S. universities, or affiliated research organizations does not trigger disclosure requirements.

Foreign travel requires detailed reporting, reflecting federal concerns about international collaborations.

### **7. Do recurring travel activities need to be disclosed each time?**

For recurring travel (e.g., annual board meetings or conferences), the activity and the sponsoring organization should be disclosed once per year, with specific details only required for foreign trips.

### **8. Do non-monetary compensations, such as waived publication fees, require disclosure?**

Non-monetary compensations, like waived fees for future journal submissions, do not need to be disclosed as direct compensation. This clarification was provided to address faculty concerns about journal-related activities.

### **9. Are honoraria for speaking engagements or workshops exempt?**

Honoraria must be disclosed as financial interests. However, if the travel is covered by a U.S. university or government entity, only the honorarium needs to be reported.

### **10. Does a Fulbright fellowship require disclosure?**

Yes, Fulbright fellowships must be disclosed under EPAP if the funds are paid directly to the individual. If the fellowship is processed through NC State, disclosure is not required.

### **11. If I serve on a professional society's board with sponsored travel, does this require disclosure?**

Yes, board memberships with associated sponsored travel must be disclosed. For U.S.-based entities, only the activity is noted, but for international travel, detailed reporting is required.

### **12. How should service for foreign entities be handled?**

Activities involving foreign entities, particularly those from countries of concern (e.g., China, Russia, Iran, North Korea), must be disclosed. If there are affiliations with foreign talent recruitment programs or entities listed as a security concern, prior approval is required.

### **13. What is the purpose of these regulations?**

The regulations aim to ensure compliance with federal and state requirements, particularly to safeguard against research security risks, including misappropriation of research and conflicts of interest.

### **14. How can faculty ensure compliance in complex situations?**

Faculty can consult the COI office directly for guidance or use resources such as the decision tree, FAQs, or one-on-one consultation forms.

## **15. Will recurring activities need to be re-disclosed annually?**

Yes, recurring activities must be recertified annually during the renewal period, but previously entered information does not need to be re-entered.

## **16. Is the intention of these changes punitive?**

Millsaps emphasized that the regulations are not intended to penalize faculty but to help them comply with complex federal guidelines, ensuring transparency and avoiding funding risks due to nondisclosure.

Millsaps further acknowledged the need to provide additional FAQs for specific scenarios (e.g., dual employment and non-monetary benefits) and encouraged faculty to reach out with questions or attend training sessions to better understand the new requirements. She reiterated that faculty participation and feedback are essential for refining the implementation of these changes.

## **6. Old and New Business**

- a. Staff Senate Updates - No report.
- b. Student Senate Updates

Student Senate Pro Tempore Daquan Tewberry provided updates on several key initiatives within Student Government. He highlighted the creation of a "Best Practices Guide for Professors" by the Department of Wellness. This guide is designed to equip faculty with resources to better support students facing mental health challenges. To further this effort, a hybrid focus group for professors will take place on Tuesday, November 19, 2024 from 6:30 to 7:30 PM in Talley Room 4251D or via Zoom. Tewberry also announced a collaboration with Vice Chancellor Mark Hoit from the Office of Information Technology to establish a hybrid/virtual Wolfpack One Card system, with a potential rollout planned for the next fall semester.

Additionally, Tewberry invited attendees to an Executive Leadership Forum hosted by the Student Vice President and Vice President at 5:45 PM in the Talley Student Union Lobby. The event features a large stage and tables with executive departments showcasing their accomplishments during the session. He concluded with an exciting update from Campus Enterprises and Dining, noting ongoing discussions about introducing "Tuffy Toast" and "Tuffy Sauce" to campus dining options.

## **7. Adjourn - Herle McGowan, Chair of the Faculty**

Chair McGowan adjourned the meeting at 4:07 PM.