

Minutes
Meeting of the Academic Affairs Committee
Wednesday, October 17 3:30
University Center, Room 213

Committee Membership

Jesse Peters (Chair)

Cherry Beasley

Jeff Bolles

Robert Brown

Judy Curtis

Leon Jernigan

David Nikkel

Jeremy Sellers

Larry Arnold (Chair of Academic Support)

Joanna Hersey (chair of General Education)

Jaime Martinez (Chair of Curriculum)

Ken Kitts (Provost and VC for Academic Affairs)

Melinda Rosenberg (Chair of Enrollment)

Members Present: Arnold, Beasley, Bolles, Brown, Curtis, Hersey, Jernigan, Martinez, Nikkel, Peters, Rosenberg, and Sellers

Members Absent: Kitts

Guest: Elizabeth Normandy (Academic Affairs and QEP), Kim Sellers (Education)

I. Call to Order

The Committee was called to order at 3:30pm.

Based on the previous agreement to rotate secretarial duties, Cherry Beasley will serve in this role for this meeting.

II. Approval of the Minutes of the September 19 Meeting (**Appendix A**)

The Minutes were unanimously approved.

III. Acceptance of the agenda.

There was a change in the number of courses to be approved for the QEP. The distributed agenda indicated there were 13 while the distributed list of courses to be approved was 19. Writing Enriched was added to AIS/REL 2130 in the list of QEP courses. Agenda was accepted as amended.

IV. Report from the Chair

Attended the Faculty Talk on October 16. While attendance was low, important issues related to the role of faculty and the development of the Strategic Plan and planning process were discussed.

The issues related to Senate committee and subcommittee membership from our meeting of September 19 were forwarded to the Governance Committee. The Governance Committee met yesterday; thus, no official response has been received.

V. Reports from Subcommittees

A. Curriculum

1. Actions Requiring only AA Chair Signature (Appendix B) – report received without comment on courses in section 1 and 2. Committee members had numerous questions about proposal 3.4 (PSY 3675 is not in the current catalog) and 3.8 (appears to be major course change not a minor course change).

Motion made by Jernigan and seconded by Sellers to return these items to the Curriculum Committee. Motion passed 11-0-0.

2. Actions Requiring AA Approval only (Appendix C)- Proposals from the Department of Philosophy and Religion and from the Department of Educational Specialties

Motion passed: Approved: 11-0-0.

3. Actions Requiring AA Approval and to be sent to Senate (Appendix D)

a. Department of Educational Specialties to replace RDG 5830 I, II, and III with RDG 5230, 5430 and 5630. Graduate Council approved the change on October 15.

Motion passed 11-0-0.

b. Nineteen classes approved for the QEP.

Motion passed - 11-0-0

B. General Education

Committee did not meet due to lack of quorum. Received a report of a meeting attended

by Dr. Joanna Hersey sponsored by UNC General Administration. Meeting centered on seeking common ground if not a common general education core for the sixteen campuses within the UNC system.

No action required.

C. Enrollment Management

Received reports; no official business to move forward at this time. Reports: The Enrollment Management Council has met one; representation includes two UNCP faculty members. Future plans include reviewing the course repeat and course replacement policy and considering the idea of retroactive withdraw because of the military and serious illness situation.

D. Academic Support Services

Reports from different subcommittees received

1. Library:

Increase use of study rooms

Departmental liaison have been identified and work has begun with them

Completing assessment report for SACS

Search committee for Dean has been established

Friend of Library Benefit date has been set for March 22, 2013

2. Writing Center: Increase in tutoring sessions from .5 hour to 1.0; numbers of students served has increased as well.

3. DoIT: City watch notification system is being developed and implemented; HSB to integrate with campus; new software for student record audits—YOU Achieve

4. Disability Support Services—Special project to recruit employees with disabilities; a student can be seen 33 times by the DSS. Question was raised by what this means—is this per academic year, semester, and tenure at UNCP?

5. Center for Academic Excellence- 264 students are developing contracts to improve academic standing, with 139 participating fully in the tutoring; HawkAlert- students are ignoring the alerts; trying contacting by cell phone using texting. CAE is concern about contacting quickly especially for students missing classes. Important for the have the necessary resources needed--- two counselors have been added. Tutoring—28 supplemental instructions, tutoring covering a 159 courses from 18 different disciplines.

The members of the Academic Affairs committee discussed on which senate committee is the Center for Academic Excellence a member and who should represent the CAE on senate committees and subcommittees. That topic will be addressed by the Governance Committee.

VI. Old Business

Discussion of UNC Strategic Planning Council / UNCP Involvement

Throughout the system there is concern over committee membership and representation of faculty voice. Group of UNCP faculty worked on an op-ed piece for the News and Observer. Not yet published.

Discussion of membership of AA subcommittees / Governance Committee actions

Governance Committee will have a report for the Faculty Senate in the November meeting.

VII. New Business

Promotion and Tenure Taskforce has been created.

VIII. Announcements- None

IX. Adjourned at 4:55 PM

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