

Academic Affairs Committee

Minutes

Wednesday, August 21, 2019

University Center 251

**Members in attendance:** Robin Snead, Nancy Palm, Susan Edkins, Misty Stone, Diana Lee, Benjamin Killian, Dorea Bonneau, Robert Arndt, Michael Spivey, David Ward, Jeff Warren

**Members not in attendance:** Cherry Beasley

**Guests:** Beth Holder

**Recording Secretary:** Jeff Warren

**Order of Business**

**I. Call to Order**

- a. Meeting called to order at 3:30 pm.

**II. Approval of Minutes from April 17, 2019**

- a. Review of minutes from last meeting
- b. Minute approved by all voting members

**III. Approval of Agenda**

- a. Meeting Agenda approved as circulated

**IV. Action Requiring Votes**

- a. None

**V. Report from Chair**

- a. chair welcomed committee members and thanked everyone for their willingness to serve
- b. separate email from chair will be distributed to members before upcoming meetings

**VI. Reports from Administrators**

- a. **Provost**
  - i. At time of meeting unsure of exact student head count
  - ii. 7,934 registered currently, will likely drop 100-200 students tomorrow (deadline for payment is today at 5pm.
  - iii. 414 undergrad students registered on 8/10 or later
  - iv. of 414 students that registered on 8/10 or later, 54 categorized as Freshmen, 87 sophomores, 111 juniors, 105 seniors.
  - v. Focus moving forward will be on streamlining the registration process (exploration of this issue including academic and cashier)
  - vi. state budget has not been approved for this AY.
  - vii. operating on a budget from last year that was \$800,000.00 short.
  - viii. Tim Moore and other are on campus tomorrow (8/22) to explore impact of no budget approval.

- ix. Program development coming in the upcoming AY from CHS and possibly new programs will be offered online
- x. Student enrollment grown by over 20% last two years. Faculty lines increased by 16 lines and other lines have been replaced

**VII. Reports from Subcommittees**

- a. No committees have met at this point. Reports not provided

**VIII. Unfinished Business**

- a. None

**IX. New business (see Agenda and Appendix)**

- a. Items from retreat (see agenda and golden rod)
- b. Winter-mester will be run for 4 weeks in December 2019.
- c. Enrollment management
  - i. Discussion about dual enrollment/AP course completers and the impact of this on student success.
  - ii. Freshman seminar courses have been revamped and include specific modules
  - iii. Application deadline was not strictly enforced
  - iv. Student transfers were late
  - v. Increase in transfers from community colleges
  - vi. Applications were held based on academic GPA or SAT.
  - vii. Average GPA will be lower than last year.
  - viii. Essay will be recommended with the admission application.
  - ix. Peer-tutors remains an issue; tutor.com has seen an uptick.
- d. Faculty listserv
  - 1. Students will be removed. It is public information and can be accessed.
- e. Plagiarism discussion.

**X. Announcements**

- a. Dr. Beth Holder discussed The Undergraduate Experience—encouraged all to attend town hall and focus group (if invited)
- b. Focus on advising (flyer disseminated)

**XI. Adjournment**