

**Minutes for the Academic Affairs Committee**  
**Wednesday, August 17, 2022**  
**3:30 pm**  
**Via WebEx**

<https://uncp.webex.com/meet/renee.lamphere>

**Committee Members:**

**Attending**

Robert Arndt (Chair, Subcommittee on Academic Support Services)  
Jennifer Jones-Locklear (Senator)  
Renee Lamphere (Senator; Chair, Academic Affairs Committee)  
Cindy Locklear (Senator)  
Rachel Morrison (Senator)  
Marsha Pollard (Ex Officio, Provost)  
Shilpa Regan (Chair, Enrollment Management Subcommittee)  
Roland Stout (Senator)  
Mark Tollefsen (Chair, Subcommittee on Curriculum)  
Joseph Van Hassel (Chair, General Education Subcommittee)  
Richard Vela (Senator)

**Visitors**

Holden Hansen  
Abby Nance

**Minutes**

Committee Members introduced themselves before meeting officially began.

- I.** The meeting was called to order at 3:32 pm
- II.** Election of secretary. No one volunteered to be secretary. Secretary will be by rotation. Renee will create a schedule to inform committee members of the date they will be taking minutes. Robert Arndt will secretary for this meeting. See Appendix A for secretary rotation.
- III.** Minutes from the April 2022 Academic Affairs Committee Meeting were approved with a vote of 11 ayes, 0 nays, 0 abstaining.
- IV.** The agenda for today's meeting was approved with a vote of 11 ayes, 0 nays, 0 abstaining.
- V.** Report from Chair  
Renee reported that there was a discussion on the Faculty Discussion Board about a syllabus statement regarding the Indigenous Cultures and Communities requirement. The ICC committee will be asked to provide a syllabus statement. Renee will contact Ben Killian, chair of the ICC committee about this. Mark Tollefsen and Jennifer Jones-Locklear, members of this committee, are also on the ICC as well.
- VI.** Report from Administration, The below summary was provided by Provost Marsh Pollard.

As you heard me state at Braves Kickoff, at the May 25<sup>th</sup> Board of Governors meeting, UNCP was approved to offer a Bachelor of Science in Cybersecurity, which launched this fall, and a Master of Science in Occupational Therapy, which is slated to launch in Fall of 2024. In the final stages of approval, is our program proposal for a Doctor of Nursing Practice degree program. With this program submission, the BOG approved at its July 20<sup>th</sup> meeting for UNCP's mission to now include the offering of professional doctoral degrees. We will work together to develop a multi-year program development plan so that we are fully leveraging the strengths of our academic areas and aligning institutional resources to support the development and launch of new academic programs.

We will customize our academic schedule in order to be responsive to the needs of our respective programs and students. The Office of Institutional Research will develop a course scheduling dashboard so that our department chairs will have data on the courses, and the number of sections of each course, needed to meet the graduation requirements of students matriculated in each program. We will also put in place an annual 2023-24 course schedule so that our students and academic departments are able to plan across the academic year.

Our faculty, department chairs, deans, and the Provost's Office will work with University Communications and Marketing to develop targeted marketing strategies for our academic programs in order to recruit students into our programs who have a propensity to persist, based on pre-defined indicators received from our academic departments.

The academic areas will also work together as we realign Admissions and Academic Advisement to have designated admissions and advisement teams for each school and college. These individuals will be required to have at least undergraduate degrees in an area offered by the school or college to which they are assigned and will provide the necessary support to our students and our academic departments to ensure the recruitment of qualified students into, and the timely progression of our students through, our academic programs.

**VII.** Reports from Subcommittees

- A. Academic Support Services- No Report
- B. Curriculum- No Report
- C. Enrollment Management – Shipla provided a brief report about updating information CLEP, AP, IB agreements about providing course credit for these classes.
- D. General Education- No Report

**VIII.** There was no unfinished business.

**IX.** There was no new business.

**X.** There was no announcements.

**XI.** The meeting was adjourned at 4:01 p.m.

Submitted Robert Arndt, rotating Secretary