

The University Of North Carolina at Pembroke

Academic Affairs Committee

Members Present:

Dr. Wright Killian (Chair)
Dr. Robert Brown
Dr. Bill Campbell
Dr. Michael Spivey
Dr. Tommy Thompson
Dr. Richard Vela
Dr. Ray Sutherland
Dr. Lisa Kelly (Chair, Enrollment Management Subcommittee)
Dr. Tommy Thompson (Chair, Curriculum Subcommittee)

Members Excused or Replaced:

Dr. Irene Aiken (Replaced; see below)
Dr. John Labadie
Dr. Roger Brown
Dr. Paul Flowers (Chair, General Education Subcommittee)
Ms. Linda Hafer (Chair, Academic Support Services Subcommittee)

Guests:

Dr. Judy Curtis
Dr. Stephen Marson

Minutes

Meeting of the Academic Affairs Committee
Wednesday, January 15, 2003 at 3:30 pm
Room 251, Chavis University Center

- I. The Meeting was Called to Order at 3:34pm.
- II. The Agenda was approved, with the addition of a proposal from the General Education Subcommittee.
- III. The Minutes of the November 20, 2002 meeting were approved without corrections or additions.
- IV. Report from the Chair.

- A. Dr. Killian noted that Dr. Irene Aiken had been replaced on the Committee by Dr. John Labadie because of a conflict with class time.
 - B. Dr. Killian reminded Committee members of two items left over from last year: The Syllabus Checklist and the posting of Syllabi on the Web (as a replacement/supplement for paper syllabi). Dr. Killian will form ad hoc subcommittees to look at these matters.
 - C. Dr. Killian report that the Academic Affairs Office will fund the Library Survey.
- V. Reports from Subcommittees.
- A) Curriculum - Dr. Tommy Thompson, Chair.
 - 1. The Mass Communication Proposals passed unanimously:
Add two new 3-hr courses:
 - a. MCMS 4xx Special Topics in Mass Communications
 - b. MCM 499 Independent Study in Mass Communications
 - 2. The Proposals from Sociology passed unanimously:
 - a. Establish a new 18-hr Community Development Minor that will include four new 3-hr courses denoted below in bold italics with an asterisk:
 - Required Courses (9 hrs)
 - SOC 313 The Community (3)
 - SOC 361 Research Methods (3)
 - *SOC 431 Community Development (3)**
 - Electives (choose 9 hrs from the following 5 choices:)
 - SOC 301 Community Health Organ & Service (3) ***SOC**
 - 324 Sociology of Poverty (3)**
 - *SOC 351 Community Resource Development (3)**
 - *SOC 418 Voluntary Assoc's & Non-Profit Organ's (3)**
 - SOC 485 Internship in Sociology (6)
- Total = 18 hrs
- b. In the Social Work Major Area delete two courses (and related cross-listing):
 - SWK/CRJ 280 Interviewing & Recording (2-hrs)
 - SWK 281 Social Work Values & Ethics I (1-hr)
 - c. Add new 3-hr course SWK 480 Social Work Practice III that will take the place of the two deleted courses above (i.e., 280 & 281)
 - d. Three Minor Changes (do not require AA Committee action):

SWK 450 - Change title from: "Social Work Values & Ethics II" to:
"Social Work Values & Ethics;"
SWK 450 - Drop the prerequisite of deleted SWK 281 from and;
SWK 345 - Include the word "...Co-requisite..." to the prerequisites for.

- e. In the Substance Abuse Minor Add new 3-hr course and cross-listing SAB/CRJ 283 Interviewing Skills that will replace deleted 2-hr SWK/CRJ 280 above;
- f. To accommodate this change, total hours of the Substance Abuse Minor will increase by 1-hr, from 19-20 to 20-21.

B) General Education - Dr. Paul Flowers, Chair.

Dr. Killian reported on three proposals that originated in the General Education Subcommittee. The proposals recommend that assessment of General Education courses take place at the departmental level (as part of departmental assessment plans); that departmental plans for assessing General Education courses be submitted to the Provost by mid-March 2003; and that the results of departmental assessment of General Education courses be submitted to the General Education Subcommittee.

Considerable discussion ensued, which can be summarized in four points:

1. Committee members raised questions about the March deadline, indicating that it was too short;
2. Committee members asked what will be done with the assessment data collected and who will look at it;
3. Committee members asked for specific options for outcomes assessment;
4. Committee members asked what is the follow-up to the March submission? What sort of feedback will be provided departments?

The proposals were approved with two modifications (they will be sent to the Provost rather than the Dean of Arts and Sciences and the results will go only to the General Education Subcommittee) and with the addition of the reservations (the four points presented above).

C) Academic Support Services - Ms. Linda Hafer, Chair.

There was no report, due to the absence of the committee chair.

D) Enrollment Management - Dr. Lisa Kelly, Chair.

Dr. Kelly reported that consideration of the “all F” proposal was continuing and that it focused on the consequences of expanding the proposal to cover other students with very low GPAs. She also reminded the Committee that On-Line Registration will begin this spring.

VI. Old Business: None.

VII. New Business: None.

VIII. Announcements.

Secretary in Rotation – if you cannot serve on the specified date, trade with someone else, or recruit someone else. As a last resort, contact Dr. Killian.

February 19, 2003 – Dr. Michael Spivey
March 19, 2003 – Dr. Tommy Thompson
April 16, 2003 - Dr. Richard Vela

IX. Adjournment: The meeting adjourned at 4:25pm.

Robert W. Brown
Secretary in Rotation