

**Minutes of the Academic Affairs Committee**  
**Wednesday, October 16, 2002**  
**Room 251, Chavis University Center**

Present: Dr. Wright Killian (Chair), Dr. Irene Aiken, Dr. Robert Brown, Dr. Bill Campbell, Dr. Tommy Thompson (Chair, Curriculum Subcommittee), Dr. Paul Flowers (Chair, General Education Subcommittee), Dr. Bill Gash (for Dr. Roger Brown), Ms. Linda Hafer (Chair, Academic Support Services Subcommittee), Dr. Lisa Kelly (Chair, Enrollment Management Subcommittee), and Dr. Richard Vela

Absent: Dr. Michael Spivey, Dr. Ray Sutherland

Guests: Ms. Janette Hopper, Dr. John Labadie

1. The meeting was called to order at 3:35 pm.
2. Since the secretary in rotation was not present, the chair took notes to give to the secretary when he arrived.
3. The chair asked that the agenda be revised by moving the proposal from the Department of Sociology, Social Work, and Criminal Justice from Old Business to the Curriculum Committee report. The agenda was approved with this modification.
4. The minutes of September 18, 2002 meeting were declared approved with no corrections.
5. Report from the chair: No report.
6. Dr. Tommy Thompson, Chair, Curriculum Subcommittee presented proposals from the Department of Art. During the presentation of the Art proposals, Dr. Gash expressed concern about whether the procedures used to modify the General Education Program at UNCP are producing a good program. Discussion of Dr. Gash's comments was delayed until after consideration of the proposals on the floor. The Academic Affairs Committee unanimously approved the proposals from the Department of Art. See the Curriculum Subcommittee minutes of its meeting of October 3, 2002 for details.

In response to Dr. Gash's concern, a brief discussion of the role of a general education program and the procedures used to change the General Education Program at UNCP ensued. The discussion suggested the committee is satisfied with the appropriateness of the procedures now in place to modify the UNCP General Education Program.

Dr. Thompson next presented proposals from the department of Sociology, Social Work, and Criminal Justice. These proposals increased the semester hour credit for SWK 445 from two to three hours and increased the Social Work hour requirement from forty-

eight to forty-nine. Total degree hours remain at 120. These proposals passed unanimously.

Consideration of proposals from the Masters in Public Management Program and the Department of Philosophy and Religion were postponed until the November 20, 2002 Academic Affairs Committee meeting because representatives from those programs were not present.

7. Dr. Paul Flowers, Chair, reported for the General Education Subcommittee. He stated that the report made for the Curriculum Subcommittee by Dr. Thompson included the General Education proposals on which the General Education Subcommittee had acted.

8. Ms. Linda Hafer, Chair, reported for the Academic Support Services Subcommittee. She commented on the surveys for which the Academic Support Services Subcommittee is responsible. These include surveys for the library, writing center, media center, and UCIS. She made more detailed comments on the survey for the Writing Center and the Library. Only the faculty portion of the writing center survey was completed last year. The results from that part of the survey were given to the Director of the Writing Center for his review. He has left UNCP, and the results are no longer available. The library survey was not carried out at all last year. Ms. Hafer reported that because the Office of Institutional Research has issues with the survey instrument and limited time, it declined to administer the library survey. She also indicated that it seems unlikely that the subcommittee will again revise the library survey this year to fully comply with all of the suggestions received from the Office of Institutional Research. The subcommittee plans to carry out a trial administration of the library survey on Wednesday, October 23.

The Academic Affairs Committee discussed Ms. Hafer's report at length. The committee instructed its chair to contact Dr. Brown to try to clarify the Office Institutional Research's role, if any, in the surveys for which the Academic Affairs Committee is responsible. Although no motions were made, the sentiment of the committee seems to be that the subcommittee should do the surveys without the assistance of the Office of Institutional Research, if necessary.

9. Dr. Lisa Kelly, Chair, reported for the Enrollment Management Subcommittee. She reported that the subcommittee met and reviewed last year's activities and the subcommittee's objectives. She also reported that the committee would receive a report from Ms. Sara Bracken on the data obtained from exit interviews of students leaving UNCP, and that the subcommittee would continue to examine the F policy for freshmen.

10. There was no old business.

11. There was no new business.

12. Announcements: The chair announced that the next meeting of the Academic Affairs Committee will be on Wednesday, November 20, 2002 in Room 213 of the Chavis University Center.

13. The meeting adjourned at 4:12 pm.

Respectfully Submitted,

Wright Killian, Chair, Academic Affairs Committee