

Minutes
Meeting of the Academic Affairs Committee
Wednesday, 16 February 2005 at 3:30 pm
Room 251, Chavis University Center

Committee Members Present

Robert Brown
Bill Gash (representing the Academic Affairs Office in lieu of Provost Brown)
Susan Cannata
Paul Flowers
Jane Huffman (Chair, General Education Subcommittee)
Doek-Hyun Hwang
Liz Normandy (Chair)
Sara Simmons
Richard Vela
Liliana Wendorff (Chair, Academic Support Services Subcommittee)

Committee Members Absent

Stephen Bukowy (Chair, Curriculum Subcommittee)
Tulla Lightfoot (Chair, Enrollment Management Subcommittee)

Guests

Lucie Li, William Stewart Thomas, Alex Chen

- I. The meeting was called to order at 3:30 pm.
- II. The minutes for the 19 January 2005 Meeting were approved as distributed (see <http://www.uncp.edu/senate/aa/minutes/2004-05/1.19.05.pdf>)
- III. The agenda was approved as distributed, with the notation that item V.a.i regarding a curriculum proposal from the Department of Sociology, Social Work and Criminal Justice will be deferred to next month's meeting per request of the Department.
- IV. The Chair made no report.
- V. Reports from Subcommittees
 - A. Curriculum – Liz Normandy presenting for Stephen Bukowy, Chair

NOTE: Descriptions of the curriculum proposals cited below may be obtained from the minutes of the 3 February 2005 Curriculum Subcommittee meeting (see <http://www.uncp.edu/senate/curriculum/minutes/2004-05/2.3.05.pdf>)

1. Proposals from the School of Business were passed unanimously.
2. A proposal from the Honors College was passed unanimously, with the notation that approval is contingent upon modifying the course description to include permission of the director of the Honors College as a course prerequisite.
3. The use of the term "track" to describe variations on degree program curricula was briefly discussed, and Dr. Normandy commented that the Faculty Handbook entry in this regard was erroneous and that the Curriculum Subcommittee would investigate this matter.

B. Enrollment Management – Liz Normandy for Tulla Lightfoot, Chair

This committee did not have a quorum at its last meeting, though at that meeting there was some discussion of ways to increase faculty involvement in freshman advisement.

C. Academic Support Services –Liliana Wendorff, Chair

No actionable business was brought, but several items addressed at this subcommittee's last meeting were reported, including (a) the need for "after hours" BraveWeb support, (b) the announcement that UCIS will stop support for WordPerfect, and (c) a likely request for the addition of the Disability Support Services Office to their subcommittee's roster.

D. General Education – Jane Huffman, Chair

The chair noted this committee is presently reviewing and revising program goals with plans to bring a proposal to the AAC in April.

VI. Old Business – There was no old business.

VII. New Business

A. The committee voted unanimously to send back to the Office of Institutional Research its proposal to eliminate the MF 10-11:15 class time slot and replace it with a MW 10-11:15 class time slot, and consequently eliminating the W 10-11 activity period and replacing it with a F 10-11 activity period, citing the need for consultation from other organizations (SGA, undergraduate Deans) and subsequent submission to the Student Life Committee.

B. A proposal from the Office of Institutional Research to replace the MWF 3:30-4:20 class time slot with a MW 3:30-4:45 class time slot was amended by the committee to include addition of the latter class time slot, retaining, not replacing, the former class time slot. The amended proposal was passed unanimously.

C. A proposal from the Registrar's Office to revise graduation requirement #9 (regarding the necessity of students completing the last 25% of coursework in residence at UNCP) was passed unanimously.

VIII. Announcements – There were no announcements.

IX. Adjournment – The meeting was adjourned at 4:30 pm.