

Minutes
Meeting of the Academic Affairs Committee
Wednesday, 20 September 2006 at 3:30 pm
Room 233, Chavis University Center

Committee Members Present

Stephen Bukowy (Chair, Curriculum Subcommittee)
Susan Cannata (Chair)
Paul Flowers (Secretary)
Jane Huffman (Chair, General Education Subcommittee)
Deok-Hyun Hwang
Beverly King
Chuck Lillie (Chair, Academic Support Services Subcommittee)
Lee Phillips

Committee Members Absent

Charles Harrington (Academic Affairs Office)
Carol Higy (Chair, Enrollment Management Subcommittee – represented by Judy Curtis at this meeting)

Guests

Carmen Calabrese, Susan Edkins, Kay McClanahan

- I. Call to Order – The meeting was called to order at 3:30 pm.
- II. Approval of Minutes – The minutes for the 19 April 2006 Meeting were approved as distributed (minutes available at <http://www.uncp.edu/senate/aa/>).
- III. Approval of the Agenda – The agenda was approved as distributed.
- IV. Report from the Chair – The Chair welcomed members and guests to the first meeting of the academic year, and made several announcements:
 - Flowers will serve as committee secretary
 - an open seat on the committee remains to be filled
 - keep in mind the committee attendance policy (maximum of two meeting absences)
 - subcommittee secretaries should copy Holden Hansen when submitting minutes to their chairs (for timely posting to the appropriate web sites)
 - subcommittee chairs should copy Holden Hansen when emailing meeting agendas to their members (for timely posting to the appropriate web sites)
- V. Reports from Subcommittees
 - a. Curriculum – Stephen Bukowy, Chair
(see minutes of the 7 September 2006 meeting for proposal descriptions at <http://www.uncp.edu/senate/curriculum/index.htm>)
 - i. Proposals from the Department of Health, Physical Education & Recreation were passed by unanimous vote following one editorial revision to the proposal to modify ATH 305 by changing the prerequisite to “Enrollment in or credit for ATHL 305 and admission to the ATEP”.

- ii. Proposals from the Department of English, Theatre & Languages were passed by unanimous vote.
- iii. A proposal from the School of Business was passed by unanimous vote.

b. Enrollment Management – Judy Curtis spoke for Carol Higy, Chair
(see minutes of the most recent meeting at <http://www.uncp.edu/senate/enrollment/index.htm>)

The subcommittee is presently examining several issues, including (a) the assignment of academic advisors, and (b) the question of whether students declaring/changing their majors in years subsequent to their year of admission to UNCP are to satisfy the major requirements in effect the year of their admission or the year in which they declare/change their major.

c. Academic Support Services – Chuck Lillie, Chair
(see minutes of the most recent meeting at <http://www.uncp.edu/senate/acadsuppt/index.htm>)

The subcommittee chair reported on several items, including (a) the availability of increased funding for library acquisitions, (b) the coming availability of “itunes” through the library, (c) increased web server space for faculty accounts, and (d) the consideration of a uniform policy on creation and maintenance of campus computer labs.

d. General Education – Jane Huffman, Chair
(see minutes of the most recent meeting at <http://www.uncp.edu/senate/gened/index.htm>)

The subcommittee’s chair reported that she and Prof. King had prepared a report on assessment approaches for general education over the summer that they will present to their committee at its next meeting.

- VI. New Business – There was no new business.
- VII. Announcements – The Chair noted she would renew her inquiry to the Office of Academic Affairs regarding that Office’s representation on our committee.
- VIII. Adjournment – The meeting was adjourned at 5:10 pm.