

**Academic Affairs Committee**  
**September 15, 2021 at 3:30 pm**  
Via WebEX: <https://uncp.webex.com/meet/robin.snead>

**Committee Members:**

Timothy Altman (Senator)  
Robert Arndt (Chair, Subcommittee on Academic Support Services)  
Paul Flowers (Chair, Subcommittee on Curriculum)  
Deborah Hummer (Senator)  
Jennifer Jones-Locklear (Senator)  
Cindy Locklear (Senator)  
Zoe Locklear (Ex Officio, Interim Provost)  
Shilpa Regan (Chair, Enrollment Management Subcommittee)  
Gretchen Robinson (Senator)  
Robin Snead (Senator; Chair, Academic Affairs Committee)  
Joseph Van Hassel (Chair, General Education Subcommittee)  
Eric Voecks (Senator)

**Agenda**

- I. Call to Order**
- II. Approval of Minutes**
  - A. from the April 21, 2021 meeting (Appendix A)
  - B. from the August 18, 2021 meeting (Appendix B)
- III. Approval of the Agenda**
- IV. Selection of Secretary, Revisited**
- V. Report from Chair**
- VI. Report from Administration**
- VII. Reports from Subcommittees**
  - A. **Academic Support Services**
  - B. **Curriculum**
  - C. **Enrollment Management**
  - D. **General Education**

**VIII. Unfinished Business**

**IX. New Business**

A. Curriculum Proposal: HST 4080 Indigenous Communities in Asia (Please see the proposal at <https://uncp.curriculog.com/agenda:161/form>)

B. Curriculog dates/deadlines

**X. Announcements**

**XI. Adjournment**

## **Appendix A**

### **Academic Affairs Committee April 21, 2021 at 3:30 pm Via WebEX**

Meeting Link

<https://uncp.webex.com/uncp/j.php?MTID=ma4b601d09ac0a352f7e6d5bc2ee2b819>

Meeting Number 160 776 5361

Password RfRp2QHAU39

Join by Phone +1-415-655-0001 US Toll

Access Code 160 776 5361

#### **Committee Members:**

Robert Arndt (Chair, Subcommittee on Academic Support Services)

Cherry Beasley (Senator)

Bill Brandon (Senator)

Paul Flowers (Chair, Subcommittee on Curriculum)

Renee Lamphere (Senator)

Cindy Locklear (Senator, Secretary)

Zoe Locklear (Ex Officio, Interim Provost)

Shilpa Regan (Chair, Enrollment Management Subcommittee)

Gretchen Robinson (Senator)

Robin Snead (Senator; Chair, Academic Affairs Committee)

Nathan Thomas (Senator)

Joseph Van Hassel (Chair, General Education Subcommittee)

#### **Minutes**

- I.** The meeting was called to order at 3:30 pm.
- II.** The minutes of the March 17, 2021 were approved with an amendment to add the names of those who opposed to votes. Nathan Thomas made the motion, Paul Flowers seconded.
- III.** The agenda was approved with the following amendments: the report of the Curriculum Subcommittee was moved to be considered first and the Reports of Special Committees (The ICC Revision Committee) was moved to be considered second on the agenda, prior to all other reports. This change was to ensure quorum on these items should the meeting require an extension. Cherry Beasley motioned, Shilpa Regan seconded.
- IV.** Report from the Curriculum Subcommittee
  - A. Each of the following curriculum proposals was approved unanimously.

1. From the Department of Accounting and Finance—FIN 3300, Financial Trading (New Course Proposal)
  2. From the Department of Art
    - a. Master's of Arts in Art Education (Program Deletion Proposal)
    - b. Teaching with Art Specialization, M.A.T. (Program Revision Proposal)
  3. From the Honors College
    - a. HON 2050, Perspectives in the Fine Arts (New Course Proposal)
    - b. HON 2050, Perspectives in the Fine Arts (General Education Course Proposal)
  4. From the Department of Mathematics and Computer Science—CSC 2920, Software Development and Professional Practices (Writing Intensive Course Proposal)
  5. From the MBA Program—Business Administration, M.B.A., Concentration in Supply Chain Management (Program Revision)
  6. From the Department of Music
    - a. MUS 1090, Introduction to Hip Hop (General Education Course Proposal)
    - b. Music, Music Industry Emphasis, Jazz and Commercial Track, B. A. (Program Revision Proposal)
- B. A list of curriculum proposals approved that do not require action by this committee was provided for information.
- C. The Curriculum committee has received clearance from Governance to meet in May to consider Curriculum proposals that remain in Curriculog that do not require approval beyond the level of Curriculum. Following this meeting, proposals that require further approval will remain in Curriculog. These proposals will be held until the start of the fall semester.

V. Reports of Special Committees: The ICC Revision Committee

- A. Chair Sned offered a few reminders of procedure for the consideration and discussion of the ICC proposal.

- B. Senate Chair Joe West commended the ICC Revision Committee on the work they did to address comments and concerns related to the previous version of the proposal.
- C. Christie Poteet presented the revised ICC proposal to the group. Following her presentation, she addressed a few questions and comments related to wording in the document. Questions and comments included:
  - 1. Who will shepherd these proposals through Curriculum? This will be handled as are the WE/WD proposals. Refer to the Faculty Handbook page 131 #9.
  - 2. Language is needed for the Faculty Handbook. Christie Poteet will provide this language prior to the meeting of the Executive Committee.
  - 3. A suggestion was made that there needs to be more clear information on what these courses should include, content-wise, to qualify. This will be handled by the ICC Council.
- D. The proposal was put to vote and passed <vote count>.

**VI.** Report from Chair.

- A. Chair Snead reiterated that there are no Senate meetings after Wednesday, May 5 except for the meeting of the Curriculum committee previously noted.
- B. The chair thanked the committee for their work this year.

**VII.** Report from Administration.

- A. Provost Locklear indicated that Faculty may choose to write a COVID-19 impact statement to be added to their materials for tenure and promotion, reappointment, and/or annual evaluation.
- B. Provost Locklear thanked the committee members for their work.

**VIII.** Reports from Subcommittees

- A. Academic Support Services. A printed report was provided and circulated with the agenda. The committee had no questions.
- B. Enrollment Management. No report.
- C. General Education. No report.

**IX.** With the receipt of and vote on the revised ICC proposal there was no unfinished business.

**X.** There was no additional new business to come before the committee.

**XI.** There were no announcements.

**XII.** The meeting was adjourned at 4:55 pm.

## **Appendix B**

### **Academic Affairs Committee**

**August 18, 2021 at 3:30 pm**

**Via WebEX: <https://uncp.webex.com/meet/robin.snead>**

#### **Committee Members:**

Timothy Altman (Senator)

Robert Arndt (Chair, Subcommittee on Academic Support Services)

Bill Brandon (Senator)

Paul Flowers (Chair, Subcommittee on Curriculum)

Deborah Hummer (Senator)

Jennifer Jones-Locklear (Senator)

Cindy Locklear (Senator)

Zoe Locklear (Ex Officio, Interim Provost)

Shilpa Regan (Chair, Enrollment Management Subcommittee)

Gretchen Robinson (Senator)

Robin Snead (Senator; Chair, Academic Affairs Committee)

Joseph Van Hassel (Chair, General Education Subcommittee)

#### **Minutes**

- I.** The meeting was called to order at 3:30 pm.
- II.** Chair Snead requested that the committee postpone consideration of the minutes of the April 21, 2021 meeting until the September meeting. Due to emergency circumstances, the secretary had to leave the April meeting abruptly. Another committee member agreed to take notes. Thus far the chair has been unable to obtain those notes with the complete voting record on the Indigenous Cultures and Communities Revised Proposal, which did pass but the vote was not unanimous. The committee agreed to delay consideration of these minutes.
- III.** The agenda for the meeting was approved by unanimous consent following a motion by Shilpa Regan, seconded by Jennifer Jones-Locklear.
- IV.** Bill Brandon agreed to serve as secretary and was approved by acclamation.
- V.** The Chair welcomed committee members and thanked them for their service. This being the first day of classes and the first day of committee meetings for the 2021-2022 academic year, there was nothing to report. The following information was offered:
  - A.** The revised ICC proposal, passed by this committee, also passed in the Senate and will be effective fall 2022. Formation of the Council that will determine criteria for curriculum being handled by the Provost.

- B. Chair Snead reminded the committee that a few curriculum proposals did not make it through the curriculum process in the spring of 2021. (These were proposals that required approval beyond the Curriculum Subcommittee as of the end of April.) We will begin to see these proposals coming through as early as our next meeting. Those unfamiliar with Curriculog should contact the chair for information on how to access and read proposals.

**VI.** Interim Provost Locklear offered the following information in her report:

- A. Students continue to be admitted; 153 were admitted on August 18. Deans are monitoring and adding sections/increasing course caps as needed to accommodate students.
- B. Enrollment numbers
  - 1. We should meet or exceed the freshman enrollment number for fall 2020 but we will likely remain below fall 2019 on this metric.
  - 2. Transfers and graduate numbers are down. There is no real explanation for this yet.
  - 3. The state does not look at census data; instead, the state looks at headcount for the year. We will continue to admit students through drop/add. After drop/add, some may be admitted to begin classes in the second 8-weeks of the semester.
- C. The university will run a Fall 3 term between the fall and spring semester.
- D. Colleges, Schools, and Leadership News
  - 1. The Department of Counseling has returned to the School of Education from the College of Health Sciences.
  - 2. Richard Gay was named Dean of the College of Arts and Sciences. Ashley Allen was named Associate Dean. A second Associate Dean will be named.
  - 3. Susan Peters is serving as the Interim Dean for the School of Business.
  - 4. Cherry Beasley is serving as Interim Dean for the College of Health Sciences.

**VII.** Reports from Subcommittees

- A. Academic Support Services—No meeting yet, no report.
- B. Curriculum—No meeting yet, no report. There are proposals in the queue in Curriculog.



C. Enrollment Management—No meeting yet, no report.

D. General Education—No meeting yet, no report.

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

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

**X.** Announcements—the next meeting of this committee is September 15<sup>th</sup>.

**XI.** The meeting was adjourned at 4:03 pm.