

**Agenda for the Academic Affairs Committee Meeting**  
**Wednesday, November 16, 2022**

**3:30 pm**

**Via WebEx**

<https://uncp.webex.com/meet/renee.lamphere>

**Committee Members:**

Robert Arndt (Chair, Subcommittee on Academic Support Services)  
Jennifer Jones-Locklear (Senator)  
Renee Lamphere (Senator; Chair, Academic Affairs Committee)  
Cindy Locklear (Senator)  
Rachel Morrison (Senator)  
Marsha Pollard (Ex Officio, Provost)  
Shilpa Regan (Chair, Enrollment Management Subcommittee)  
Roland Stout (Senator)  
Mark Tollefsen (Chair, Subcommittee on Curriculum)  
Joseph Van Hassel (Chair, General Education Subcommittee)  
Richard Vela (Senator)  
TBD (Senator)

**Agenda**

- I. Call to Order**
- II. Approval of Minutes from the September 2022 & October 2022 Academic Affairs Committee Meeting (Appendix A and Appendix B)**
- III. Approval of the Agenda**
- IV. Report from Chair**
- V. Report from Administration**
- VI. Reports from Subcommittees**
  - A. Academic Support Services**
    - 1. Updates from Accessibility Resource Center**
    - 2. Library Report**
    - 3. Writing Center Report**
  - B. Curriculum**
    - 1. Committee updates**
  - C. Enrollment Management**
    - 1. Committee Updates**
  - D. General Education**
    - 1. Committee Updates**
- VII. Unfinished Business**
- VIII. New Business**
- IX. Announcements**
- X. Adjournment**

**Appendix A**

**Unapproved Minutes for the Academic Affairs Committee  
Wednesday, September 21, 2022**

**3:30 pm**

**Via WebEx**

<https://uncp.webex.com/meet/renee.lamphere>

**Committee Members:**

**Attending**

Robert Arndt (Chair, Subcommittee on Academic Support Services)

Jennifer Jones-Locklear (Senator)

Renee Lamphere (Senator; Chair, Academic Affairs Committee)

Cindy Locklear (Senator)

Rachel Morrison (Senator)

Marsha Pollard (Ex Officio, Provost)

Shilpa Regan (Chair, Enrollment Management Subcommittee)

Roland Stout (Senator)

Mark Tollefsen (Chair, Subcommittee on Curriculum)

Joseph Van Hassel (Chair, General Education Subcommittee)

Richard Vela (Senator)

**Meeting Minutes Forthcoming**

## **Appendix B**

### **Unapproved Minutes for the Academic Affairs Committee Meeting**

**Wednesday, October 19, 2022**

**3:30 pm**

**Via WebEx**

<https://uncp.webex.com/meet/renee.lamphere>

#### **Committee Members Present:**

Robert Arndt (Chair, Subcommittee on Academic Support Services)

Jennifer Jones-Locklear (Senator)

Renee Lamphere (Senator; Chair, Academic Affairs Committee)

Cindy Locklear (Senator)

Rachel Morrison (Senator)

Marsha Pollard (Ex Officio, Provost)

Shilpa Regan (Chair, Enrollment Management Subcommittee)

Roland Stout (Senator)

Mark Tollefsen (Chair, Subcommittee on Curriculum)

Joseph Van Hassel (Chair, General Education Subcommittee)

Richard Vela (Senator)

#### **Committee Members Absent:**

N/A

**Guests:** Polina Chemishanova, Joanna Hersey, Ottis Murray, Joe West

### **Minutes**

- I. Call to Order – 3:32 p.m.**
- II. Approval of Minutes from the September 2022 Academic Affairs Committee Meeting (Appendix A)**
  - A. Minutes approval postponed to the November 16 meeting
- III. Approval of the Agenda**
  - A. Moved by Richard Vela, seconded by Roland Stout – approved by acclamation
- IV. Report from Chair**
  - A. Rotation of Secretary duties – Mark Tollefsen serving for the October 19 meeting
  - B. Plan to share the WebEx recording with the acting secretary immediately after the meeting to ensure that minutes are created in a timely manner. In the same vein, send the acting secretary a calendar invite with a due date to submit the minutes.
- V. Report from Administration**
  - A. Report from Marsha Pollard, Provost
    1. The UNCP self-study with the National Association of Schools of Art and Design was submitted on October 7, 2022. This review covers the

- Bachelor of Arts in Art and the Master of Art in Teaching programs. The site visit by external reviewers is scheduled for November 7-9, 2022.
2. The Thomas School of Business is undergoing its external accreditation process with the Association to Advance Collegiate Schools of Business. The Continuous Improvement Report was submitted on 9/12/22, and the site visit by the peer review team is scheduled for November 13-15, 2022.
  3. The Doctor of Nursing Practice approval process and timeline were discussed.
  4. The deans are currently meeting with their respective department chairs to discuss the Summer 2023 and Fall 2023 schedule due dates, as well as when advisement and registration should begin for those semesters. Emails with these dates will go out to all faculty and students within the upcoming week.
  5. A call for one-time funding requests went out to all department chairs and administrative offices within Academic Affairs on 10/12/22.
  6. Additional information on Project Kitty Hawk and Academic Partnerships was shared.
  7. Student debt burden and the current state of student loan forgiveness at the federal level were discussed.

**B. Questions**

1. How will UNCP participate in Project Kitty Hawk?
  - a. This is an academic partnership initiative between universities. Chairs and deans have been tasked with discussing with faculty about which programs to include.
2. Are there plans to help faculty understand the new state funding model?
  - a. UNCP has chosen to continue following the former funding model for now. A town hall on November 4 will introduce the new model.
3. Can you shed light on the federal legislation that would force universities to reimburse students who do not graduate?
  - a. It is yet to be seen how that would be enacted.

**VI. Reports from Subcommittees**

**A. Academic Support Services**

1. Accessibility Resource Center - 118 students have implemented accommodations for the semester. In September, the department had 23 intake appointments and 36 accommodation appointments. 48 exams were proctored. There were 171 consultations with UNCP professors/employees. The office coordinated 39.5 hours of interpreting services and converted 32 to pages to alternate format for exams and books.
2. Center for Student Success - Advising is underway. HawkAlerts and Progress Reports are roughly the same as last year (977 in Aug.-Sept. '21 to 944 for this Aug.-Sept.) Tutoring sessions have almost doubled from the same period last year. 736 total sessions (99 online and 635

face to face) compared to 379 (84 online, 295 in person). The SOAR program numbers have also doubled from 129 sessions last year to 284 this year.

3. Library Report - The Library had to discontinue the checkout of internet hotspots due to provider issues with contracts. Jennifer Randall, University Technician for Special Collections and Archives, has presented “Cultivating Community Archives” at Robeson County Public Library, UNCP, and an online session planned for Oct. 22. The program is about preserving personal historical items and how they can help tell a community’s story. The Library hosted a high-stakes testing workshop on Oct. 6 and a Friend 60 speed friending event. On Oct. 26 the Library and English Department will host a Dead Author night where students, faculty and staff are invited to come read a selection of their author’s work dressed as the author or their ghostly embodiment.
4. Writing Center - Writing Center staff are staying busy. Number of sessions (224) is about the same as this period last year though more are seeking face-to-face sessions.

#### **B. Curriculum**

1. The Curriculum Subcommittee voted to continue meeting virtually for the remainder of the 2022-2023 academic year.

#### **C. Enrollment Management**

1. Some errors have been reported in the degree audits related to ICC-designations.
2. The Registrar has noticed that some forms in the Registrar’s Office are different than the forms in the Academic Catalog.

#### **D. General Education**

1. Started a study of the General Education requirements at peer institutions and at other UNC schools.

### **VII. Unfinished Business**

### **VIII. New Business**

### **IX. Announcements**

### **X. Adjournment – 4:04 p.m.**

- A. Moved by Rachel Morrison, seconded by Shilpa Regan – approved by acclamation