

WINSTON-SALEM STATE UNIVERSITY
Office of the Provost
Academic Affairs Division

MEETING MINUTES

Academic Affairs Committee of the Board of Trustees
December 18, 2014

Committee members present: Dr. Vivian Burke, Mrs. Sue Henderson, Dr. Karen McNeil-Miller, Ms. Olivia Sedwick, Mr. Pradeep Sharma, Mr. Charles Wright, Dr. Brenda Allen, ex-officio. A quorum was present.

Staff members present: Dr. Donald J. Reaves, Dr.Carolynn Berry, Dr. Ludovic Kovalik, Dr. Notis Pagiavlas, Ms. Silvia Ramos, Dr. Kathy Stitts, Dr. Corey D.B. Walker, Ms. Tonia Walker, and Ms. Letitia Wall.

1. Dr. Karen McNeil-Miller called the meeting to order at 11:48am.
2. Ms. Letitia Wall completed the roll call. A quorum was present.
3. Mr. Pradeep Sharma motioned and Dr. Vivian Burke seconded the motion to approve the revised agenda. The motion was approved.
4. Mrs. Sue Henderson motioned and Dr. Burke seconded the motion to approve the minutes from the September 18, 2014 meeting. The motion was approved.
5. Report of the Faculty Senate

Dr. Ludovic Kovalik, Associate Professor and Chair of the WSSU Faculty Senate discussed activities within the faculty senate. He discussed addressing lack of faculty interest in campus engagement by the faculty and the idea of injecting life into the faculty senate via shared governance and improved attendance at faculty senate and general faculty meetings. The faculty senate executive committee now meets with both the provost and chancellor together to discuss faculty governance and the impact of the senate. The senate is also working on revising the faculty constitution and faculty handbook to reflect structural reorganization and to extract procedures from policies in the handbook.

6. Academic Affairs Report

The strategic focus for this meeting was academic excellence. During her report, the Provost highlighted continued efforts in the academic departments to review and revise the curricula toward better alignment with the university learning outcomes.

Dr. Frank Ingram, Associate Professor of Mathematics and department chairperson, presented his research agenda with the committee. His presentation, "Introduction to Symmetric Functions" shared his research interest and how he ties his research into his course design and how he involves students in his research for various research projects.

After sharing the spring projected enrollment for the campus of about 700 new freshmen and transfer students, Dr. Allen updated the committee on the continued engaging conversations she is having with the faculties across The College and The School. Each conversation is to discuss the expectations of liberal education, expectations of faculty in a liberal education environment (teaching scholarship and service) and challenges to fulfilling those expectations. She shared the challenges she has observed. Some include curriculum overload, little experience balancing demands, lack of coherency in majors. She also shared

concerns expressed by the faculty which includes resources for scholarship, staying connected with students, student skill levels, and large courses. The conversations will continue ending in recommendations to engage more in curriculum reviews, bring coherency across the majors and revamp faculty support.

Dr. Allen next discussed her proposed plan to address reports of cancelled classes, faculty no-shows for office hours, poor faculty engagement on campus, and complaints about teaching and advising. The purpose of the review will be to create a task force that will gather quantitative and qualitative data to assess pervasiveness of the problem, gather best practices on monitoring faculty adherence to the faculty handbook, and provide opportunities for student input. The process is expected to be completed by the end of the spring 2015 semester.

Dr. Allen next discussed the biennial *Low Performing Programs Report* issued by UNC General Administration naming seven undergraduate and four graduate programs on the report. She shared the approach WSSU will use to address those low performing programs.

Finally, Dr. Allen discussed top priorities for her discussion with Chancellor-elect Elwood Robinson. She shared she will discuss strategic goals, stressor and strategies impacting academic affairs, enrollment, and budget.

7. Approval Items

The following revised policies were discussed and recommended for approval to the full board: Revised Faculty Handbook and the Faculty Workload Policy; the Faculty Evaluation Manual, and Revision of the Notice of Non-discrimination Policy were submitted for information only.

8. Mrs. Sue Henderson motioned and Dr. Vivian Burke seconded a motion to adjourn the meeting. The motion was approved. The meeting adjourned at 1:57pm

Respectfully submitted: Letitia C Wall