

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

**MEETING MINUTES**

**Academic Affairs Committee of the Board of Trustees**

**March 19, 2015**

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.Carolynn Berry, Dr. Ludovic Kovalik, Dr. Denise Pearson, Ms. Silvia Ramos, Dr. Elwood Robinson, 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 12:00pm.
2. Ms. Letitia Wall completed the roll call. A quorum was present.
3. Mrs. Sue Henderson motioned and Dr. Vivian Burke seconded the motion to approve the revised agenda. The motion was approved.
4. Dr. Burke motioned and Mr. Pradeep Sharma seconded the motion to approve the minutes from the December 18, 2014 meeting. The motion was approved.

5. Approval Items

The following revised policies were discussed and recommended for approval to the full board: Undergraduate Admissions Policy and Graduation Participation Policy.

6. Report of the Faculty Senate

Dr. Ludovic Kovalik, Associate Professor and Chair of the WSSU Faculty Senate discussed activities within the faculty senate. He shared that there are monthly meetings of the Executive Committee of the Senate with the chancellor and provost; two resolutions were passed by the Senate: “Transition in Leadership and Direction of UNC” and “WSSU Chancellor Searches”. He shared the work of two sub committees about faculty monitoring and updating/realigning the *WSSU Faculty Handbook* into a handbook and manual of procedures. He finally shared that forms are in development that will evaluate committee work for those involved with the Faculty Senate.

7. Academic Affairs Report

Prior to discussing the report, Dr. Allen updated the committee about an initiative to work with students who did not meet UNC standards for minimum SAT/ACT scores. There were four students who accepted the offer for assistance and test retake for admission into WSSU. More follow will be provided once outcomes are determined. She also discussed the strategy to address concerns she was aware of with some faculty who may not be meeting their obligations to the university. Discussions are ongoing about the process for determining the validity of the concerns.

The strategic focus of the academic affairs report was to discuss lessons learned as WSSU approaches the end of *Achieving Academic Distinction: The Plan for Student Success, Strategic Plan 2010-2015*.

Dr. Allen discussed the original challenges faced with preparing the 2010 plan as well as the original goals of the plan. She discussed key success during the time of this plan in areas of curriculum, academic support,

and co-curricular initiatives. She completed her report with proposed strategies moving towards the next strategic plan as well as the collaborative and engaging process the WSSU will use for the next plan.

8. Mr. Sharma motioned, “that we go into closed session to prevent the premature disclosure of an honorary award or scholarship and consider the qualifications, competence, performance, condition, of appointment of a public officer or employee or prospective public officer or employee.” Mrs. Henderson seconded the motion. The motion was approved.

Once the committee finished their discussion, Dr. Karen McNeil-Miller shared that while in executive session, “we prevented the premature disclosure of an honorary award or scholarship and considered the qualifications, competence, performance, condition, of appointment of a public officer or employee or prospective public officer or employee.”

9. Mr. Sharma motioned and Mr. Charles Wright seconded a motion to adjourn the meeting. The motion was approved. The meeting adjourned at 1:45pm

Respectfully submitted: Letitia C Wall