

## **Minutes**

### **University College Council**

**October 5, 2009 – 9:00 a.m.**

**Strickland Conference Room (Rm. 224) I.G. Greer Hall**

The University College Council met on Monday, October 5, 2009 in the Strickland Conference Room, 224 I.G. Greer Hall. Members present were: Dave Haney, Shari Galiardi, Nikki Crees, Lynne Waugh, Georgia Rhoades, Beth Davison, David Huntley, Nancy Love, Leslie Jones, Alexandra Sterling- Hellenbrand, Chuck Smith, Martha McCaughey, Pat Beaver, Susan Morgan, Joy Clawson, Emory Maiden, Katherine Ledford, and Tonya Hassell.

Also present were Sharon Jenson, Assistant Director of Career Development; Elaine Gray, General Education Assessment; Kristin Cockerill, University College External Funding; Linda Coutant, University Communications;;Pete Wachs, IRAP; and Kim Gunter, English Department.

Absent were Howie Neufeld, Lynn Moss Sanders, Carter Hammett-McGarry, Todd Mortensen, Tom Hansell, Alan Utter, and Mike Mayfield.

#### **1. Approval of Minutes**

Mr. Huntley made a motion to approve the minutes from the April 6, 2009 meeting, seconded by Dr. Beaver.

*All were in favor of the motion. – Vote 1*

Ms. Waugh stated that Linda Coutant's name was misspelled on page 3 in the September 14, 2009 minutes. Dr. Beaver made a motion to approve the minutes with the correction of Ms. Coutant's name. The motion was seconded by Dr. Hellenbrand.

*All were in favor of the motion including the correction. – Vote 2*

#### **2. Announcements**

Dr. Haney updated the council on materials that he added to the University College Council AsULearn site. One of the additions he pointed out was the Early Intervention Team flyer. The flyer goes through the steps on how to refer a student that might be at risk.

Dr. Haney announced that the University College Assessment committee would be meeting today. The committee will review deadlines and determine when departments need to submit their assessment and planning information on TracDat.

Dr. Haney asked that each council member take Safety posters to put in their departments as they leave. The Safety Council has been working hard on getting information out to students, faculty and staff on the new App Alert System and other safety issues.

The Southern Association of Colleges and Schools reaccreditation of Appalachian State will take place in 2013. Dr. Haney has added important information on reaccreditation to the AsULearn site. University College will have a part in both the compliance report and the Quality Enhancement Plan. Dr. Haney pointed out the importance to SACS of faculty being appropriately credentialed to teach particular courses, and the complexity of that credentialing in University College's interdisciplinary programs.

Also on the AsULearn site are the new Summer Schedule forms. Programs that are offering summer courses or will be requesting other summer funds, will need to complete these forms and send them to the University College office.

### **3. Approval of UC Curriculum Committee Membership**

Dr. Haney had asked for volunteers to serve on the Curriculum Committee. The following volunteered to serve; Mr. Huntley, Dr. Ledford, Dr. Love, Dr. Hellenbrand and Ms. Waugh. Dr. McCaughey made a motion to approve the members of the committee, seconded by Dr. Beaver.

*All were in favor of the motion. – Vote 3*

### **4. Curriculum Proposal – Add an Honors Track in Appalachian Studies**

Dr. Hellenbrand reported that the Curriculum Committee approved the curriculum proposal.

Dr. Ledford stated the need for Honors in the new BA program, as there is a growing number of Honors student pursuing a major in Appalachian Studies. Dr. Jones reported that the Honors Council also approved this addition.

Dr. Jones made a motion to approve the proposal for an honors track in Appalachian Studies, and it was seconded by Dr. Rhoades.

*All were in favor of the motion. – Vote 4*

### **5. Proposal to Relocate Composition Program**

Dr. Haney introduced Dr. Kim Gunter, Director of Composition in the English Department. He outlined the process by which the proposal to relocate the composition program from English to University College was sent to all parties involved: Arts and Sciences, University College, the English Department, the Dean of the Grad School, and the Provost. The provost will select a task force to discuss the proposal and make a recommendation to him. Dr. Haney stated this was added the agenda for informational discussion only and so that the Council would have a full understanding of what the proposal would mean for University College.

Dr. Gunter stated if the Composition program were approved to move from the English Department to University College, where the Writing Center and Writing Across the Curriculum are housed, there would be better communication among faculty and students, because these programs complement each other. The Composition program also supports and sustains the mission of General Education, as the new General Education curriculum relies on the Composition program to provide the first two writing courses in the four-course vertical writing model and provides faculty development for teaching these courses

Dr. Rhoades stated that faculty members began seeing big changes in composition when General Education began. There would be proactive things the program could do in University College that it cannot currently do. For example, most composition faculty members cannot vote both within the English department (all non-tenure-track faculty members in the department are designated as “adjunct”), so the program does not have a strong voice in the department

Dr. Love asked about other universities with independent Composition programs. Dr. Gunter gave examples such as Metropolitan State University, Hampden-Sydney College, James Madison University, San Diego State University, Georgia Southern University, University of Arkansas-Little Rock, and Harvard University. If approved, Appalachian State University has the potential to develop the first independent writing program in the UNC system.

The Council discussed what this change would mean for the English Department and University College. Dr. Haney commented on how moving the Composition program to University College would simplify the administration of all writing programs, but it would drastically reduce the size of the English Department and the amount of funds they would receive.

Mr. Smith discussed the movement towards having more full-time non-tenure-track and tenured faculty in the program. Dr. Gunter stated they would definitely like to move in that direction. The composition faculty have also discussed the possibility of the program becoming a degree granting program. Dr. Gunter stated that the current focus was on becoming an independent program. She added that had scheduled several meetings with the non-tenure-track faculty in English to get their input on moving the program.

Dr. Gunter stated the next step would be waiting on the task force to make a recommendation to Dr. Aeschleman while the proposal is discussed in English, University College, and Arts and Sciences.

## **6. General Administration Program Review Process**

Dr. Haney stated the new program review process would affect new degree program proposals. The GA is establishing disciplinary review panels made up of volunteers from the different UNC Universities. This could be a very useful tool in getting other institutions to speak up for a degree program we are proposing. The General Administration document has been posted on the AsULearn site.

## **7. University College Budget**

The Council viewed all University College department budgets from 08-09 and they were posted on the AsULearn site. Dr. Haney reviewed the allocations and how the amounts were calculated. He asked for input from the Council. Dr. McCaughey suggested the establishment of a University College Budget committee. This committee could review how the allocations are made and make recommendations back to the Council. Dr. Jones agreed it would be very useful to have such a committee. They could also provide information on how the allocations are distributed and how it is used.

Dr. Haney asked the Council to think about who needs to be on the committee and make recommendations to him. He would try and form this committee by the next Council meeting.

## **8. University College Space Planning**

Dr. Haney reported that a new academic affairs space committee had been formed. They are working with Art Rex and Design and Construction in looking at future space needs for programs that are growing at a very fast rate and space that may be becoming free as new buildings come on line.

Dr. Haney asked the Council to send him department space plans including what their real needs are now and what you would the department would like for the future. He will send out a template that is being prepared by Dr. Tony Calamai, Dean of the College of Arts and Sciences, who is chairing the committee.

## **9. Other**

Dr. Haney reported that supplemental requests had been submitted to the Provost. Departments will be notified as soon as the allocations are announced.

Dr. McCaughey suggested adding discussion on college awards, like the other colleges have for faculty members such as the Board of Governors Teaching Award, be included on the agenda for November.

Dr. Beaver announced the 30<sup>th</sup> Anniversary Celebration for the Center of Appalachian Studies on October 23<sup>rd</sup>. The celebration will take place at Legends and will include bands, food, and a cake walk. Also on November 9 Ann Lewis will be showing Mores Town film.

Leslie Jones announced the Appalachian Honors Association Faculty Lecture Series  
Shari Galiardi announced that The ACT program's blood drive had produced 1003 pints of blood, the largest student run blood drive in North Carolina history and the 10<sup>th</sup> largest in the nation.

The meeting adjourned at 10:31 a.m.