

**University College Council
November 2, 2009
9:00 – 10:30 a.m.
Strickland Conference Room
Room 224, I.G. Greer Hall
To be approved Nov. 30, 2009**

The University College Council met on Monday, November 2, 2009 in the Strickland Conference Room 224, located in I.G. Greer Hall. Members present were: Dave Haney, Katherine Ledford, Georgia Rhoades, Alexandra Hellenbrand, Chuck Smith, Martha McCaughey, Lynne Waugh, Carter Hammett-McGarry, Joy Clawson, Alan Utter, Shari Galiardi, Susan Morgan, Howie Neufeld, David Huntley, Mike Mayfield, Nancy Love, and Nikki Crees.

Also present were Georgie Donovan, Bobby Sharp, Elaine Gray, David Taylor, Tom Hansell, Todd Mortensen, Pete Wachs, Sharon Jensen, and Marjorie Ellis. Kathy Ray was asked to be present as recording secretary.

Absent were council members: Patricia Beaver, Leslie Jones, Emory Maiden, Beth Davison, Lynn Moss-Sanders, and Tonya Hassell.

1. Announcements and Updates

Dr. Haney shared the University College Council webpage on screen with the council and answered questions concerning same. He announced that Nancy Love would represent UC on the Arts & Sciences Council, and Alexandra Hellenbrand would represent UC on the Overseas Educational Programs Committee. He introduced new UC staff members:

Tasha Mehne in the Writing Center, Sheryl Mohn in General Education, and Debbie Triplett in Advising and Orientation. Kathy Ray is taking Sheryl Mohn's place in Academic Affairs.

Dr. Haney discussed the search for the Director of Sustainable Development program and noted that a senior faculty person will be recruited to serve in this position. Dr. Haney shared information on the search for a Women's Studies Director, First Year Seminar Faculty Coordinator, and Executive Director of the Learning Assistance Program.

The official deadline for submissions to the First Connections book is today; those are to be sent to Mr. Patrick Setzer. Dr. Haney noted that Mr. Setzer has been very good to work with late submissions if one is somewhat tardy but close to the deadline. CurricuNet is now up and running. Toni Becvinovski in the Registrar's office can assist with any questions or problems one might have. Dr. Haney noted that today is the last scheduled meeting of the year for the council; however, he stated for the record that he is reserving the right to call another meeting this year if it is deemed necessary. (He was later reminded of the scheduled meeting on November 30).

Dr. Haney requested that the January meeting of the University College Council be rescheduled from January 4 to January 11, 2010, as classes would not be in session until the 11th.

Todd Mortensen shared information on the community calendar website. He encouraged council members to remember and also remind others in their respective areas that events can be noted on this calendar and that it is a very helpful resource for students and faculty.

Mike Mayfield, Martha McCaughey, and Alan Utter were noted as being chosen to serve on the Provost Search Committee. Martha McCaughey shared that the Provost Search Committee has a meeting this Friday to meet with the search firm. She stressed the importance of all attending the meeting.

Alexandria Hellenbrand requested that curriculum proposals be sent to her before the January 11 meeting.

2. SACS and planning-related issues

Dr. Haney discussed SACS and the reaccreditation process and introduced Georgie Donovan and Bobby Sharp.

Dr. Sharp shared a packet of materials and information concerning SACS, noting the differences from in the past to the committee – particularly addressing those who had been involved with the procedures before. He noted that the report which Ms. Donovan now produces is sent to Atlanta to offsite reviewers. Once the report has been reviewed, ten to fifteen people later come to campus and judge the Q.E.P. (Quality Enhancement Plan). The process and requirements are quite different from that which has been done and required in the past.

Dr. Sharp discussed the timeline for accreditation.

Dr. Sharp discussed in detail the first two pages (with a physical hyperlink to other areas within the packet) – in particular, the Q.E.P., the onsite review process, etc.

Georgia Donovan discussed the compliance certification report and SACS standards. She summarized this as ensuring that there is a process in place to plan and access, document what is being accomplished, and demonstrate how that can be used for improvement. A discussion with the council followed.

How faculty competence is measured was noted with particular attention, and the Digital Measures database – both pros and cons was shared.

The Xitrac program is under consideration to supplement what Digital Measures cannot do for SACS faculty credentialing. Xitrac allows linking from course to faculty member and allows documentation as to how faculty members are qualified to teach in a particular area.

Dr. Sharp discussed guidelines and Dr. Haney elaborated. The Faculty roster form and problems with faculty credentialing were discussed .

The Q.E.P. was reviewed further and it was noted that the purpose is to improve student learning in a significant way. Dr. Tony Carey will be heading the committee that will choose the Q.E.P.

topic. A topic must be first decided upon, then timelines developed, resources identified, and the framework laid out. Dr. Haney shared that he wants the council to be aware of and have input in the topic that is decided upon. This needs to be a means of getting done what hasn't been done in the past. A list of ideas will be presented to the campus and broad-based discussions will lead to the development of a topic. The committee was encouraged to participate and to view the SACS website (<http://www.sacscoc.org/>) and to view the Q.E.Ps from some other universities. Ideas submitted should be fairly focused and fit into the budget.

Because of the time frame, an item on the agenda (planning related issues) was set aside for early next semester. Dr. Sharp will be asked to join the committee again and present at that time.

3. Approval of Minutes

Dr. Haney asked if there were any changes to be made to the minutes of the October 5, 2009 meeting. Shari Galiardi noted that The ACT program's blood drive had produced 1003 pints of blood, the largest student run blood drive in NC history and the 10th largest in the nation. The correction was noted. Martha McCaughey made a motion to approve the minutes from the October 5, 2009 meeting with the correction. Chuck Smith seconded the motion, and it passed unanimously. **Vote 1**

4. Budget Committee Nominations

Dr. Haney shared that the budget news is positive: Colleges will have the funding that they had last year. Supplemental requests are still being reviewed and worked on.

Dr. Haney asked for volunteers to serve on the Budget Committee, and shared that Joy Clawson and Pat Beaver have already volunteered. The call for volunteers resulted in an additional two members agreeing to serve: David Huntley and Carter Hammett-McGarry. Dr. Emory Maiden's name was also submitted for consideration. As Dr. Maiden was absent from the meeting, Dr. Haney offered to get in touch with him and ask him if he would consider serving on this committee.

Dr. Haney shared that he would like council members to volunteer to serve on a task force that the Provost is setting up to consider the proposed move of the rhetoric and composition program from English to UC. Martha McCaughey recommended Cindy Woods. David Huntley recommended Georgia Rhoades. Georgia Rhoades recommended Mike Mayfield.

Dr. Haney announced that the university-wide Honors Day program celebrating students with a 3.9 gpa will no longer be held. Instead, colleges are having their own respective awards ceremonies. Dr. Haney asked for volunteers to serve on an awards committee. The following were names submitted to serve: Martha McCaughey, Chuck Smith, Leslie Jones, Katherine Ledford, Kristin Hisle, and Todd Mortensen. It was also determined that at a later date students would be identified and asked to serve on the committee.

There being no further business, the meeting adjourned at 11:40 a.m.

Respectfully submitted,

Kathy L. Ray
Recording Secretary