

**MINUTES**  
**November 26, 2007**  
**University College Council**

(Approved on February 4, 2008)

The University College Council met on November 26, 2007 in the Strickland Conference Room, I.G. Greer Hall. Members present were: Dave Haney, Tina Hogan, Richard Carp, Edwin Arnold, Cynthia Wood, Martha McCaughey, Patricia Beaver, Lynn Moss-Sanders, Alan Utter, Emory Maiden, Elizabeth Carroll, Howie Neufeld, Mike Mayfield, Maggie McFadden, Martha Stephenson, Carter Hammett-McGarry, Joy Clawson, Shari Galiardi, Susan Morgan, and David Huntley.

**I. Welcome and Introduction**

Dr. Haney welcomed everyone to the first Council meeting of the University College. He asked everyone to introduce themselves and what area they were from. Dr. Haney informed the council of their duties and what role they would play in the future of University College.

**Announcements**

Dr. Haney updated the Council on the proposed General Education program that will go before and possibly be voted on at the November 28 AP & P meeting in December. Five new Interdisciplinary degree programs are being proposed to AP&P that will be housed in University College beginning fall, 2008.

Searches for the Heltzer's Honors Program, Interdisciplinary Studies, and Global Studies Directors have begun.

**II. Spring Meeting Schedule**

Dr. Haney asked the Council to discuss a possible day for monthly Council meetings. The Council agreed on the first Monday of each month at 9:00 a.m. Dr. Haney asked that the Council schedule 90 minutes for the meetings.

**III. Preliminary Discussion: Mission and Vision of University College (*Attachment 1*)**

The Council reviewed Attachments 1 and 2. Dr. Haney explained that the "Proposal to Establish a University College at Appalachian State University," was sent to the General

Administration and approved on September 7, 2007. The Council discussed what they would like for the mission and vision statement to be for the College. They suggested reviewing the missions of specific units to see how they could be incorporated into the statement. Some suggestions of what needed to be included in the final statement were: helping faculty and students with connections across divisions, putting Academics and then the General Education after the mission statement, and including community partnerships. Dr. Haney and others suggested that movement throughout the curriculum should be in the first part of the statement. Dr. Carp suggested Dr. Haney draft a new mission statement and let the different units see how they fit into the proposed statement.

After some discussion, the Council asked Dr. Haney to draft a new statement including the suggestions from the meeting and send it out before the next Council meeting. Dr. Haney asked that everyone send him their unit mission statements and he would see if he could incorporate them into the draft mission statement.

#### **IV. Procedures and practical issues for University College**

Dr. Haney discussed forming an Executive committee. This committee would represent the Council at meetings with other Boards and committees. Mr. Huntley suggested not forming one, commenting that at least in the beginning, the University Council should work as one group and by doing so would be keeping with the concept of why the University College was formed. Dr. Beaver pointed out that a sub-committee could be formed if problems were to arise or a project needed to be assigned.

*The Council unanimously agreed not to have an Executive committee at this time.*

Dr. Haney discussed Attachment 3, Faculty Handbook description. He explained the description proposed would be inserted into the Faculty Handbook in Section 7.5.

*Motion was made by Dr. Carp to approve the Faculty Handbook description of the University College, seconded by Ms. Stephenson. The motion was approved unanimously.*

Dr. Haney reported on several changes regarding space in the D.D. Dougherty building which currently houses several University College programs. Military Science will be moving out of the D.D. Dougherty building sometime in fall, 2008. This would create space for new University College programs. General Education will be taking over the Freshman Seminar space in the Old Belk Library building. A new building is being proposed on campus, "Center for Student Excellence." If and when this building is completed, it could possibly house the Honors Program, Student Research, A.C.T. and

others. Student fees would be paying for the majority of the construction of the building and therefore only certain programs could be housed within that building. This may allow additional space elsewhere for other University College programs.

Departments should be receiving budgets this month. Dr. Haney advised the Council that staff support would be available to them for projects and functions if needed.

Dr. Haney asked the Council to take the lead on getting the faculty to understand the need for revised faculty evaluation processes , especially with the Interdisciplinary Programs falling under University College. He explained that a memo would be going out from Academic Affairs and Arts and Sciences about the process for evaluating faculty reassigned to interdisciplinary programs.. The Council also discussed the consistency of using “Programs” instead of “Department” in documents that included both programs and departments.

Dr. Haney updated the Council on possible fundraising and naming opportunities for University College. He would be meeting with Susan Pettyjohn, Vice Chancellor for University Advancement, and would give a report at the next meeting.

Dr. Haney asked that each department continue updating him on their needs from Tech Support and equipment. He also reported on the new University College website. It is under construction but should go live January 2008. Ms. Stephenson requested that Dr. Haney meet with Don Rankins, Director of the Registrar’s Office, about making changes to the Registrar’s webpage and about the need for clarifying how the University College would change procedures related to the registrar’s office. After some discussion, the Council asked Dr. Haney to invite Mr. Rankins to the next Council meeting in February.

The Council discussed the different campus organizations on which the University College needed representation, as well as national organizations in which the University College should participate.. In addition to the ones listed on the agenda, the Council added AP & P and the Council of Chairs.

### **Other Discussion**

Council asked to add “Other Items” to future agendas. They also suggested adding a place on the University College website for the Council to log into to access agenda items, and also for discussions.

### **Adjourn**

The meeting adjourned at 12:00 p.m.

Submitted by Sonya Long