

Minutes
University College Council
February 2, 2009 – 9:00 a.m.
Strickland Conference Room (Rm. 224) I.G. Greer Hall

(Approved)

The University College met on Monday, February 2, 2009 in the Strickland Conference Room, I.G. Greer Hall. Members present were: Dave Haney, Mike Mayfield, Todd Mortensen, Joy Clawson, Maria Provost, Alexandra Sterling-Hellenbrand, Georgia Rhoades, Pete Wachs, Alan Utter, Jay Wentworth, Lynn Moss Sanders, Shari Gallardi, Patricia Beaver, Emory Maiden, Elizabeth Carroll, David Huntley, Howie Neufeld, Beth Davison, and Leslie Jones. Absent were: Carter Hammett McGarry, Edwin Arnold, Martha McCaughey, Tom Hansell, Chuck Smith, and Susan Morgan. Also present was Sharon Jenson, Assistant Director of Career Development and Lynne Waugh, Advising and Orientation, Bobby Sharp, Director of Institutional, Research, Assessment and Planning, and Richard Carp, Chair of the University College Assessment Committee.

1. Strategic Planning and Assessment

Dr. Haney reviewed the intent of strategic planning and assessment and the relationship between the two. Dr. Bobby Sharp and Dr. Pete Wachs were present to explain how the university is going through the strategic planning and assessment process.

Dr. Sharp stated assessments were not being done all at one time within the university, but they would like to see all departments at the same place, within the process by August 1, 2009. Dr. Sharp reviewed the "Institutional Effectiveness Model" handout. Each departments plan will typically contain the same components as Appalachian State's Strategic 2008-2013 Plan, plus a few key activities selected by the unit. In addition to those components, each plan should contain 2-3 highly valued activities linked to the Strategic Plan and the Strategic Initiatives. These activities should be selected and proposed by their importance both to the unit and the university.

Dr. Carp reminded the Council that the deadline for the internal assessment for departments within University College is before the August 1st university deadline.

Dr. Sharp stated one of the goals from the planning and assessing process is how the university continues to grow while maintaining the small private feel of a university. How do we find a way to blend the two approaches to work for the students? Dr. Wachs reviewed the diagram that was included in the handout, Institutional Effectiveness. He explained the assessment side is what departments are successfully doing now. The planning side is what new activities the department would like to do or needs to do.

The Council discussed the new TracDat software. This new program will help the departments track the information that is needed for the assessment. Dr. Carp stated departments did not need to learn TracDat before starting their assessments.

2. Approval of Minutes

Dr. Neufeld made a motion to approve the December 1, 2008 and January 12, 2009 minutes with the following change; on page two of the December minutes, paragraph 8, "software" is misspelled.

With no further corrections, and seconded by Dr. Rhoades, all were in favor of the motion.

Vote 1

- 3. Women's Studies Update** – Ms. McCaughey was not present and will report on the Women's Studies department at the next meeting.

4. Announcements

- Council of Chairs is still considering University College representation. Dr. Haney will continue discussing this issue with the committee Chair.
- Dr. Haney updated the Council on the universities budget. He reported that up to 7% of this year's budget will be given back to the General Administration. North Carolina University systems have been identified as good users for space and may be eligible for federal money. If this were to happen, the money would be used for building projects that have been delayed due to budget constraints. This could include a possible expansion of the Writing Center as the money cannot be used for new buildings, only existing.
- Dr. Provost reported she participated in the AppolCorps retreat. She received a lot of valuable information from the leaders that she will use, especially regarding General Education. Dr. Provost is also working on a plan for General Education Advising, along with Ms. Hammett-McGarry, Nick Rudisill, and Ezell Williams.
- Dr. Haney reported that everyone should have received a memo from Ezell Williams regarding their participation in Admissions recruitment open houses.
- Dr. Mayfield announced the General Education department will be participating in a program, Value Project. This program will be sponsored through the AAC&U and will look at what new General Education programs are doing.

5. Other Business

Dr. Haney discussed the Transfer Articulation memo that was sent out to the Council. As soon as the new General Education courses are voted on, a list of those courses will be sent to all departments.

6. Adjourn

With no further business, the Council adjourned at 10:18 a.m.