

Minutes
University College Council
September 14, 2009 – 9:00 a.m.
Strickland Conference Room (Rm. 224) I.G. Greer Hall

Approved 10/5/09

The University College met on Monday, September 14, 2009 in the Strickland Conference Room, I.G. Greer Hall. Members present were: Dave Haney, Shari Galiardi, Nikki Crees, Lynne Waugh, Georgia Rhoades, Lynn Moss Sanders, Beth Davison, David Huntley, Nancy Love, Katherine Ledford, Leslie Jones, Alexandra Sterling- Hellenbrand, Carter Hammett McGarry, Chuck Smith, Martha McCaughey, Todd Mortensen, Pat Beaver, Tom Hansell, Susan Morgan, Joy Clawson, Alan Utter, Tony Hassell, Pete Wachs, and Mike Mayfield.

Also present were Sharon Jenson, Assistant Director of Career Development, David Taylor, University Advancement, Elaine Gray, General Education Assessment, Kristin Cockerill, University College External Funding, Beth Jacquot, University College Webmaster, and Linda Coutant, University Communications.

Absent was Howie Neufeld

Dr. Haney introduced several new people. Tonya Hassell will be sitting in for Beth Carroll who is on OCSA this semester, and Katherine Ledford, the new Center for Appalachian Studies Program Director, will be replacing Chip Arnold, who is on medical leave. Elaine Gray serves the General Education program by providing faculty support in learning technology, assessment and course design.

1. Approval of Minutes

Minutes from the April 6, 2009 meeting will be available and voted on at the September meeting.

2. Announcements

Dr. Haney informed the Council on new resources and updates in the AsULearn site for University College. A new Power Point template, which includes the new logo, has been added and may be used by anyone within University College.

Dr. Haney congratulated Dr. Maiden, Director of the Summer Reading Program, on a very successful Convocation. He also thanked Rachel Forrester, Assistant Director and Sonya Long for their part in the planning and Greg Mortensen's visit.

University College will begin three new searches; Women's Studies Program Director, Learning Assistance Program Director and the First Year Seminar Director. Dr. Haney is in the process of setting up those search committees.

A second invitation has been sent to all departments asking for their participation in the Academic Expo, part of the Family Weekend activities, scheduled for September 25 and 26. The Academic Expo will consist of three themes, educational, sustainability and international. Dr. Haney encouraged everyone to participate.

University College will hold its first college-level DPC meeting today at 11:00 a.m. in the Anne Belk Hall.

Dr. Haney reminded everyone of Mr. Hansell's film premier of *The Electricity Fairy* in Belk Library, Wednesday, September 16, 2009. Appalachian Studies will be hosting Ann Pancake, fiction writer and essayist, who is presenting "Voices from Under the Mine: A Reading from the novel *Strange as This Weather Has Been*".

3. Appointment of University College Curriculum Committee

Dr. Haney stated members of the curriculum committee may remain on the committee or new members would be encouraged. This committee will review curriculum proposals and send them to the Council for approval. Ms. Waugh agreed to remain as ex-officio member. Katherine Ledford and David Huntley agreed to serve.

4. CurricuNet and Curriculum Planning

Dr. Haney stated the CurricuNet program had been in the works for over a year. The program will take curriculum proposals from their origination to the catalog. Program training will be available soon. APP&P will accept paper proposals through the fall semester.

5. University College Budget Update

Dr. Haney stated that departments may have operating budgets by October. At the October council meeting, all department allocations for the 08-09 and 09-10 years will be shared with the council.

6. External Funding

Dr. Haney reported that on the University College AsULearn site, links have been added for External Funding reports from the Graduate School. Some of the information on those reports doesn't represent what University College really applies for and receives funding for. Dr. Cockerill explained that the research office is still having trouble tracking the information. One example of that is University College doesn't always get credit for the money when the grant is shared with other units. Dr. Cockerill offered to help process forms for the departments. If departments choose to submit proposals on their own, she asked that she be copied so to track the proposals properly.

Dr. McCaughey asked about a policy on funding payouts. Dr. Haney explained the university policy which is 15% goes to the department (in our case the program), 5% goes to the college and the remainder goes to the graduate school to fund programs such as URC grants.

Mr. Taylor explained his role as development liaison for University College. He has been working on friend-raising over the last year. Mr. Taylor has met with most University College programs, and he is connecting their goals to the University's strategic plan.

7. Communications

Dr. Haney introduced Linda Coutant and Beth Jacquot. Ms. Coutant has been leading the communications committee and Ms. Jacquot is leading the effort to move all University College websites are moved over to the new website program, Drupal. Ms. Coutant announced the communications committee would have a memo going out this week on the new Early Intervention Team program. They have also been working with the Learning Assistance Program and Writing Across the Curriculum on new program handouts. They are also busy working on fund raising priorities with Mr. Taylor. Dr. Haney stated the communications committee will begin working with the degree programs on ways to recruit new students.

Ms. Jacquot reported that the migrating website to Drupal had begun. She has a list of sites, in order as requested, that are waiting to be migrated. The user will never know that the site has been switched to Drupal. A basic transfer will be the first step in switching the site and then down the road, more graphics and development will be done. She requested that everyone continue to send her updates that are needed on the department's site. Mr. Taylor requested that a link be placed on each department's websites to the ASU giving link. Ms. Coutant will work with Ms. Jacquot on the text for the giving link.

Mr. Smith asked about general tech support and if they should continue to use Arts & Sciences technician. Dr. Haney explained that everyone should use the tech support request form that is available on the Technical Support website. No one should be calling Arts and Sciences computer technician.

8. Planning & Assessment

Dr. Haney reported on a change in University College assessment . The General Ed Assessment has been taken out of the overall assessment and will be looked at as a university wide assessment plan. Elaine Gray is project manager for Gen Ed Assessment, ona committee that includes Dr. Tony Carey, and Steve Breiner. The University College committee will be responsible for all other assessment in the college. Watauga Global and Helter Honors Program will be working with both Gen Ed Assessment and University College Assessment committees. Dr. Haney reviewed the members that were part of the University College Assessment committee last year and called for additional or new members for the committee. The new committee will be Leslie Jones, Nancy Love, Nikki Crees, Elaine Gray, David Huntley and Pete Wachs.

Mr. Wach explained how the TracDat program will help with assessment planning. Links have been added to the University College AsULearn site to IRAP's resources on assessment. Dr. Gray reported the Gen Ed Assessment committee had been working on how to organize the assessment plans and launch it this fall. The faculty will be uploading artifacts in AsULearn so that later in the year the artifacts can be reviewed. Dr. Gray has also been working on forms to use for volunteers that will be doing the assessing. Dr. Haney stated that assessment data will be used for resource allocation and program improvement.

9. Future Organization of University College

Dr. Haney stated he did not anticipate any big changes this year in University College. As he mentioned at the University College Fall Faculty and Staff meeting, University College continues to evolve and how we are defining ourselves, is a big part of that. Dr. Haney pointed out that Ms. Hammett-McGarry is the president of the Association of Deans and Directors of University Colleges and could help the council with guiding the discussion about our future direction.

Dr. Haney announced the possibility of another employment opportunity for himself and that he would like to see that through before discussion takes place on the future of University College.

10. Other

Dr. Jones asked about the Provost search. Dr. Haney stated the Chancellor was working on the names for the search committee and Dr. Haney had been asked for recommendations from University College. A search firm will be used for the Provost search.

11. Adjourn

With no further business, the Council adjourned at 10:26 a.m.