

ACADEMIC COUNCIL

Minutes

October 10, 2024

Present: Leslie Griffin, Merideth Van Namen, Nora Gough-Davis, Valarie Morgan, Kristen Land, Tomeka Harbin
Absent: Joi Phillips, Edwin Craft, Vicki Bingham, Fawn Ussery
Guests: David Salinero (attending for Fawn Ussery), Heather Miller, Arlene Cash

Call to order: A meeting of the Academic Council was held in the Janice Wyatt Conference Room on October 10, 2024. The meeting convened at 8:30 AM with Provost Leslie Griffin presiding.

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Agenda:	Motion to approve agenda was made by Dr. Tomeka Harbin and seconded by Dr. Merideth Van Namen. All in favor.	Approved	Leslie Griffin
Approval of Minutes:	Motion to approve minutes for Thursday, September 26, 2024, was made by Ms. Arlene Cash and seconded Dr. Tomeka Harbin. All in favor.	Approved	Valarie Morgan
Informational Items:			
Provost’s and VP of Enrollment Management Updates:	<p><u>Dr. Leslie Griffin provided the following updates:</u></p> <ol style="list-style-type: none"> 1. Joi Phillips will be out through December 6, 2024. Dr. Griffin will speak with Ms. Pam Jackson about being the point person and will let everyone know today. An email update will be sent. 2. Dr. Griffin has been working to find an IREP Director; an update will be provided as soon as possible. 3. Deans should be looking at Faculty Load Surveys early and should make curricular adjustments such as reducing concentrations/eliminating courses where needed. 4. <u>The Stacking Taskforce</u> met yesterday: Dr. Chris Jurgenson, Dr. Merideth Van Namen, Ms. Fawn Ussery, and Dr. Leslie Griffin; The group had the following thoughts: <ol style="list-style-type: none"> a. Low enrolled courses will likely be eliminated as teach-outs are completed b. There were discussions around looking at overall student enrollment per faculty member 		Leslie Griffin & Arlene Cash

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	<p>c. The minimum course enrollment should be around 12 students based on financial needs, per Dr. Craft</p> <p>d. The decision was made to leave things as they are and continue to monitor the issues over a year/two years</p> <p><u>Ms. Cash – VP of Enrollment Management provided the following updates:</u></p> <p>5. On October 23, 2024, 900 students will be on campus to visit our various programs for Senior Day; a Junior Day will be held in the Spring.</p> <p>a. The Academic Fair portion of this event will be held from 9:00 – 10:00 am; an email will be sent to encourage faculty to be there or to send a student representative.</p> <p>b. The Academic Program sessions portion of this event will be held from 10:30 am – 12:00 pm for students to get in depth information on programs in which they are interested; high schools will provide an update to the Admission’s Office on student interests by Monday, October 14. The information will then be communicated to the respective units.</p> <p>c. Ms. Cash asked how faculty would like to communicate with prospective students moving forward; Dr. Griffin suggested the deans work to create a protocol and send it to Ms. Cash.</p>		
Faculty Senate	<p><u>Dr. Nora Gough-Davis provided the following updates:</u></p> <p>1. Faculty Senate has a meeting today, and President Ennis will attend to address the recently declined resolution on increasing faculty pay; the resolution asked that funds saved from faculty cuts be used for faculty raises.</p>		Nora Gough-Davis

<p>Old Business: Action Items:</p>	<p><u>Second Reading of the 26-27 Calendar:</u> A motion to approve the second reading of the 26 – 27 Academic Calendar was made by Dr. Tomeka Harbin and seconded by Dr. Merideth Van Namen. <i>6- approved, 0-nay, 0- abstentions. Motion carried.</i></p>		Leslie Griffin
<p>New Business: Policies and Policy Related Forms</p>	<p><u>Second Reading of the Revised Policy on Class Attendance:</u> A Motion to approve the revised policy on Class Attendance was made by Dr. Nora Gough-Davis and seconded by Dr. Tomeka Harbin. Dr. Griffin asked if the group preferred to clean up the policy now and then look back at the definitions for course modalities on an ongoing basis. The group consensus was to move the policy forward now and continue work on modality definitions as it relates to a number of policies. <i>6- approved, 0-nay, 0- abstentions. Motion carried.</i></p>		Drs. Valarie Morgan & Leslie Griffin

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	<p><u>First Reading of the Revised Policy on Department/Division Chair:</u> Dr. Merideth Van Namen moved to waive the second reading of the policy on Department/Division Chair and this was seconded by Ms. Kristen Land.</p> <p>Motion to approve the revised policy on Department/Division Chair was made by Dr. Nora Gough-Davis and seconded by Dr. Tomeka Harbin</p> <p><i>6- approved, 0-nay, 0- abstentions. Motion carried.</i></p> <p><u>Revised Academic Affairs Procedures & Guidelines AA.01: Academic Chair Duties</u> Motion to approve the revised Academic Affairs Procedures & Guidelines AA.01: Academic Chair Duties made by Ms. Kristen Land and seconded by Dr. Tomeka Harbin.</p> <p><i>6- approved, 0-nay, 0- abstentions. Motion carried.</i></p> <p><u>Second Reading of the Revised Policy on Credit Hour:</u> Motion to approve the revised policy on Credit hour was made by Dr. Tomeka Harbin and seconded by Dr. Merideth Van Namen. Dr. Griffin informed the group that work around institutional equivalencies for credit hour will be ongoing. Historical work has been done on this topic; this work will be explored and expanded to ensure we have an established process to ensure credit hour equivalencies across all courses.</p> <p><i>6- approved, 0-nay, 0- abstentions. Motion carried.</i></p> <p><u>First Reading of the Revised Policy on Grants and Contracts:</u> Dr. Merideth Van Namen moved to waive the second reading of the policy, and this was seconded by Ms. Kristen Land.</p> <p>Motion to approve the revised policy on Grants and Contracts was made by Dr. Tomeka Harbin and seconded by Ms. Kristen Land.</p> <p><i>6- approved, 0-nay, 0- abstentions. Motion carried.</i></p>		
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Discussion:	None	
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Announcements:	<ul style="list-style-type: none">• AI Panel on Monday, October 14, 2024, from 2:00 – 4:00 pm in Jobe. Please encourage all faculty, students, and community members to attend• Please provide updates on pathways forward with the community college partnerships as those relationships/plans are established• Dean’s/Chair’s Training (Faculty Evaluations)- Wednesday, October 30, 1:30-3:00 pm	
Adjourned:	9:42 a.m.	
Next Meeting:	October 31, 2024, at 8:30 am in the Janice Wyatt Conference Room	