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Academic and Student Affairs Committee, October 15, 2009

Coastal Carolina University

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**Minutes
Coastal Carolina University
Board of Trustees**

**Academic & Student Affairs Committee
E. Craig Wall Sr. College of Business Administration Building, Board Room
October 15, 2009**

Committee Members Present: Mr. Larry L. Biddle, Mr. Samuel H. Frink, Dr. Oran P. Smith and, Mr. Robert G. Templeton

Committee Member Not Present: Mr. William S. Biggs and Mr. Joseph L. Carter

Other Board Members Present: Mr. William H. Alford, Mr. Gary W. Brown, Ms. Natasha M. Hannah, Mr. D. Wyatt Henderson,

Others Present: Dr. James L. Adams, Mr. Mason Campney, Ms. Rachel Cohn, Dr. Debbie Conner, Mr. Taylor Eubanks, Mr. Dan Jolles, Dr. David A. DeCenzo, Ms. Paula Drummond, Dr. Edgar L. Dyer, Ms. Haven L. Hart, Ms. Martha S. Hunn, Mr. Ben Leonhardt, Mr. Caesar Ross, Dr. Michael Ruse, Dr. Rob Sheehan, Ms. Pat Singleton-Young, Dr. Judy W. Vogt, Ms. Jennifer Packard and Ms. Chyrel Stalvey

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting.)

The meeting was brought to order at 9:00 a.m.

Mr. Frink moved to approve the July 16, 2009 Academic & Student Affairs Committee minutes. Mr. Biddle seconded, and the motion carried.

Student Government Association (SGA) President Dan Jolles introduced other officers Mason Campney and Taylor Eubanks.

Mr. Eubanks reported that SGA has been working on the Safe Drives program to transport students to and from campus safely. One initiative is partnering with local cab companies to get discounts for Coastal Carolina University students. Plastic cards will be printed to list the cab companies supporting the programs. Another part of the program is to partnership with alcohol and restaurant establishments to offer incentives for students to have designated drivers at the establishments.

Mr. Jolles also reported that SGA is working to have more open communications with various entities on campus rather than having to pass legislation to get things done. Two pieces of legislation passed have included more lighting in the Woods community and requesting that the

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University notify students when a change in instructors before classes start. SGA was also instrumental in getting three parking spots in front of the Student Center changed to 30 minute parking allowing students to run into the library or the Student Center.

Chairman Alford asked the students the following questions:

1. What would be included on a student wish list? Answers included more parking, food service with more options, and more student facilities. It was felt that students would be receptive to pay for parking in a parking deck. They acknowledge that we have a walking problem and there are parking spaces in the further parking lots. Students are aware that more facilities are coming. Mr. Jolles stated that students are happier than they have been in the past with improvements made and improvements that will be coming.
2. Why did you decide to come to Coastal? Answers were the climate, beauty of the campus, friendliness of the people, individual attention and smaller classes.
3. What is the biggest challenge to get the student body more engaged in athletic events? It was felt that the field house will help with football. Tailgating has improved this year. A lot of students are interested in going to the Duke game and tickets are needed. Seating in the basketball gym is needed.

Dr. Smith asked if there were any majors that students had expressed a desire to have. Responses included Middle Eastern studies/international relations, pre-law, and Arabic.

Ms. Hart reported that residence life had planned and trained in preparation for move-in day and facilities had the halls looking better than they ever. It was the largest class ever and lots of help from administration, faculty, staff, more than 200 students, and volunteers from the City of Conway and religious groups.

Rachel Cohn, assistant resident director for Santee Hall, is in charge of eight other people. Their duties include enforcing campus policies and rules and plan programs. About 1,500 students were moved into the buildings on move-in day. Snow cones, cotton candy, popcorn, and beverages available to students and families helped give it a party atmosphere.

Orientation leader Ben Leonhardt reported on Welcome Week activities. His duties have included registration, giving directions, helping prepare events, and talking about Coastal Carolina University. From Saturday through Tuesday, ten instructional sessions were held, academic departments hosted events for majors, freshmen met with academic advisors, and University 110 met twice, and activities were planned. At the New Student Convocation, Professor Michael Collins presented a Smart Choice (do the right thing) plan for student to make wise decisions. A card was printed on with a list of what students should remember when they make choices—think first. It was a successful week.

Mr. Ross reported that Student Health Services (SHS) sees 40 to 60 students per day with the majority with flu-like illness. Approximately 260 seasonal flu vaccinations have been administered to students. We are preregistered to receive 1,000 H1N1 vaccinations and hope to

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have them within a week. SHS has taken the lead of developing a university communicable disease policy which identifies steps that faculty, staff and students should take if they have been exposed or have a communication disease. Twelve to thirteen prevention messages have been posted campus-wide on e-boards.

In the area of intervention, SHS has screened a little over 50 students with 20 of them testing positive for influenza A. Students who test positive or who are very sick but test negative are instructed to self-isolate until fever-free for 24 hours, preferably in their family home. They are prescribed medication and provided a Care Bag that includes a mask and other preventive items. Instructions on how to care for themselves and others are also provided. Medical excuses are provided and good for 48 hours. Faculty has also adopted more lenient absentee policies. SHS is working closely with residence life for the students who live on campus who coordinates special cleaning of their rooms and meal delivery.

SHS provides DHEC with weekly updates. DHEC provides H1N1 sub-type testing for those who test positive and live on campus.

Dr. Sheehan noted that it was fortunate that the waiting area in SHS had been expanded over the summer. Sick students sit in a different area than the well students.

Students were asked to contact SHS if there were any problems with getting medications filled because of the cost. A way will be provided for students to get their medicine. Terri DeCenzo found out that some students could not afford Tamiflu and contacted Walgreens who has provided discount prescriptions for students at two locations.

Dr. Ruse reported that the Faculty Senate committees have been appointed and posted on the Website. The Faculty Senate met to form an academic contingency plan in case the university is shut down for a while because of flu. A committee was formed to present ideas to the administration. At the request of Dr. DeCenzo, a faculty vision plan/wish list is being prepared on what the Board of Trustees/administration can do to move into the future. That will be on the committee of the whole next time. Major committees will have set days and times for their meetings. In order to increase the amount of transparency, an index of administrative actions is being compiled to be posted on the internal T-drive.

A dual committee of the Faculty Senate and administration has been working on revising the Faculty Manual for the past 18 months. Dr. Ruse reviewed the "Guide to Substantive Changes to the CCU Faculty Manual" document which had been administered to everyone. These changes have received the endorsement of the president and the provost. There are a number of sections which need the approval of the Board of Trustees in order to become effective, i.e. faculty code of conduct and promotion and tenure.

After discussion, Mr. Frink moved to accept the changes to the Faculty Manual as distributed and reviewed in committee. Mr. Biddle seconded. The motion carried. (Motion 09 - 37)

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Dr. Sheehan reported that the University has begun preparation for its 2012 institutional accreditation from the Southern Association of Colleges and Schools (SACS) in spring of 2012. The process of accreditation, which occurs every 10 years, is detailed, rigorous and thorough. The nine committees needed to prepare for the visit are now in place.

Also, the Department of Computer Science was reaccredited by ABET in August with no concerns. The documentation was included in the packet of information for the meeting. Accreditation of departments improves the recruiting process.

There has been a request to change the department name to be the Department of Computer Science and Information Systems, recognizing their broadened role.

It is hoped to purchase another component of Datatel which will track dashboard indicators. Datatel also has a financial reporting module that will work well for us.

Mr. Biddle moved to present an Honorary Degree of Fine Arts to Jonathan Green who will also be the December commencement speaker. Mr. Frink seconded, and the motion passed. (Motion 09-35)

Mr. Henderson wanted to know we are in implementing the honor code. Dr. Sheehan stated that Faculty Senate approved a student honor code at the July meeting. Copies of the honor code have been made and distributed.

As there was no further business, the meeting adjourned.

Respectfully submitted,

Chyrel Stalvey for
Secretary/Treasurer