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Academic Affairs and Assessment Committee, February 23, 2017

Coastal Carolina University

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**Minutes
Coastal Carolina University
Board of Trustees**

**Academic Affairs & Assessment Committee
E. Craig Wall Jr. Board Room
February 23, 2017**

Committee Members Present: Mr. Samuel H. Frink, Mr. Daniel W. R. Moore Sr., and Dr. Oran P. Smith and Mr. Eugene C. Spivey

Other Board Members Present: Mr. William S. Biggs, Ms. Natasha M. Hanna, Mr. Carlos C. Johnson, Mr. Marion B. Lee, Mr. Charles E. Lewis, Mr. William L. Lyles Jr., Mr. George E. Mullen, Mr. Delan Stevens, Dr. Samuel J. Swad, and Mr. William E. Turner III

Others Present: Ms. Sandra Baldrige-Adrian, Ms. Stacie Bowie, Ms. Katherine Brooks, Dr. Brian Bunton, Dr. James O. Luken, Dr. J. Ralph Byington, Ms. Nedy Campbell, Mr. Josh M. Chesson, Dr. Debbie Conner, Dr. David A. DeCenzo, Dr. Daniel J. Ennis, Ms. Martha S. Hunn, Dr. Edward Jadallah, Mr. Timothy E. Meacham, Mr. Travis E. Overton, Ms. Jennifer Packard, Mr. William M. Plate Jr., Dr. Nelljean Rice, Dr. Barbara A. Ritter, Dr. Michael H. Roberts, and Ms. V. 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. No media was in attendance.)

Chairman Oran Smith brought the meeting to order at 10:00 a.m.

Smith moved to approve the October 20, 2016 Academic Affairs and Assessment Committee minutes, and Gene Spivey seconded. The motion carried.

Faculty Senate Chair Brian Bunton reported the Faculty Senate's approval of a new major in languages and intercultural studies and the adoption of a policy to receive retroactive credit for advanced classes at the University. This will help students' advance in their degree progress, as well as encourage students to be placed in the proper class.

Provost and Executive Vice President Ralph Byington reported plans are to place the early childhood development/literacy center in Kingston Hall. The College of Education will administer the center. It is not a daycare center but a resource for student practicums and clinical experiences. Donations, grants and funding for the center is being sought. The Horry County Higher Education Commission has been asked to help fund the renovations. About 70-100 students will be in four classrooms, and the curriculum will include bilingual education. Children of faculty, staff, and students will be able to attend, as space permits. Parents of the children will have to pay for their child to attend as the center

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will be self-sustaining. Dean/Vice President for Online Education & Teaching Excellence Ed Jadallah stated that the center will be the foundation for learning and literacy for our students.

George Mullen and Natasha Hanna were concerned that the Board had not received enough information on the center and asked to review the cost analysis. Byington reminded that the establishment of the center is included in the master plan and is common in other universities.

Oran Smith recalled that in 2014 Motion 14-33 called for an ad-hoc committee to review the proposal to begin an early childhood development center. He was on the committee. A cost analysis to run center was reviewed in order to break even.

More information will be provided to the Board of Trustees.

After students in the College of Humanities and Fine Arts worked on their oral history project at Sandy Island, it became obvious that more work could be done there. The University applied for and received a \$100,000 seed grant from the National Parks Service to renovate the old school house into a community center for Sandy Island. (Currently, students go off the island for school.) It will be an interpretative center including history, music and displays. The building will have national landmark designation. The island is already a preserve.

Byington is pleased at the amount of majors available to students. The CHE report was included in the Board meeting packets for review.

Revisions to the Faculty Manual have gone through the faculty senate, provost and president for approval. The following motions more clearly defines what faculty needs to do and where they are at in order to advance. As a result, the following three motions were presented to amend the Faculty Manual.

- **Dan Moore moved to include departmental Peer Review Committee evaluation letters to candidates' promotion and tenure file (Motion 17-12). Chuck Lewis seconded, and the motion carried.**
- **Moore made a motion to add a Senior Lecturer to the College/Library promotion and tenure committees to review candidates for Senior Lecturer (Motion 17-13). Oran Smith seconded. The motion passed.**
- **Smith moved to clarify the composition of Promotion and Tenure Committees in small Colleges (Motion 17-14). Sam Frink seconded, and the motion carried.**

Frink made a motion to bestow an Honorary Doctor of Science Degree to Amber Campbell and for her to be the commencement speaker in May 2017 (Motion 17-15). Gene Spivey seconded. The motion passed.

Spivey moved to bestow at their retirement Distinguished Professor Emeritus to Joan Piroch, Linda Palm, Elizabeth Keller, Jeanne Cobb (Motion 17-11). Moore seconded, and the motion passed.

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As there was nothing further to discuss, the meeting adjourned.

Respectfully submitted

V. Chyrel Stalvey

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Recorder

NOTE: Promotion and/or tenure recommendations were discussed in the following executive session and approved. See the minutes.