

8-6-2020

Academic Affairs and Assessment Committee, August 6, 2020

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Recommended Citation

Coastal Carolina University, "Academic Affairs and Assessment Committee, August 6, 2020" (2020).
Board of Trustees Committee Minutes. 760.
<https://digitalcommons.coastal.edu/board-committees/760>

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**Minutes
Coastal Carolina University
Board of Trustees**

**Academic Affairs and Assessment Committee
Singleton Ballroom
August 6, 2020**

Committee Members Present: Oran P. Smith, Lee A. Belcher, D. Wyatt Henderson, Daniel W.R. Moore Sr., Eugene C. Spivey

Committee Member Not Present: Samuel J. Swad

Other Board Members Present: John H. Bartell Jr., William S. Biggs, Dalton B. Floyd Jr., Natasha M. Hanna, Sherry I. Johnson, George E. Mullen, Jason M. Repak, Patrick S. Sparks, William E. Turner III

Board Members Not Present: H. Delan Stevens

Others Present: Brian Bunton, Amanda Craddock, David DeCenzo, Lydia Deeck, Daniel Ennis, David Frost, Sara Hottinger, Martha Hunn, Carlos Johnson, Travis Overton, Julie Quinn, Jerry Rashid, Erika Small, David Yancey

(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. Four members of the media were in attendance: Alan Blondin of The Sun News, Rob Blomquist of WMBF News, Gabe McDonald of WMBF News, and Katie Powell of The Horry Independent.)

Chairman Oran Smith brought the Academic Affairs and Assessment Committee meeting to order at 4:15 p.m.

Smith requested a notation in the Feb. 20, 2020, Academic Affairs and Assessment Committee meeting minutes to reflect that the promotion and tenure recommendations were later approved by the full board.

Wyatt Henderson moved to approve the amended Feb. 20, 2020, Academic Affairs and Assessment Committee meeting minutes. Eugene Spivey seconded, and the motion carried.

Smith requested to rearrange the sequence of the agenda by handling the motions prior to the Faculty Senate Report.

Henderson moved to approve promotion to Senior Lecturer Recommendations (Motion 20-ACA-02). Lee Belcher seconded, and the motion carried.

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The following individuals have been promoted to the rank of senior lecturer: Matt Lykins, Elizabeth Muckensturm, Erin Parker, Eric Rosch, and Stephanie Southworth.

Henderson moved to bestow Distinguished Professor Emeritus titles to requesting faculty upon their retirement (Motion 20-ACA-03). Daniel Moore seconded, and the motion carried.

The following individuals were awarded the title of Distinguished Professor Emeritus at the time of their retirement: Susan Libes, Margaret Fain, Samuel Wathen, John Mortimer, Karen Aguirre and Carol Megehee.

Moore moved to approve the appointment of professor with tenure to the new Associate Dean of the Spadoni College of Education, Hsing-Wen Hu (Motion 20-ACA-04). Lee Belcher seconded, and the motion carried.

Faculty Senate chair, Brian Bunton, presented his Faculty Senate report:

I appreciate every chance to address the Board of Trustees. I think it has been quite a while since I have had the opportunity. It is nice to be with you, even under these trying times. I have been telling several people on my way here that I did not prepare my remarks, because I thought it would come across better as off-the-cuff, but I want to start off by saying how incredibly lucky that I feel to be working at Coastal Carolina University. Of course since the last time I saw most of you, the world has changed and so has the profession of higher education. We have been going through a lot, it seems like we have been working, it seems like overtime, the past four months, but this university, the staff, the faculty, and the administration are inspirational in how much we have dug in together to meet the challenges of our time.

As an example, you know that we have a Faculty Senate meeting monthly. We did have two special meetings called in the month of June to consider various issues, which I will get into in a minute. The average time for the past five meetings was three hours, where the normal Faculty Senate meeting is an hour and a half. Being the person that runs those meetings, I can sympathize with Chairman Biggs, it is very difficult to run a meeting that lasts quite a long time. Some of the issues we've had to face, obviously as you all know, in terms of how teaching has changed in this environment. How we were moved to emergency teaching, we all had to adjust our classes to teach remotely for the entire second half of the semester, which was a challenge. We were thrust into that position, and I was with some of you when this decision was made in Charlotte during the Presidential interviews.

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We had some emergency training, and I want to make sure I recognize the Provost's Office and the COOL office for providing this for the faculty. It was a very stressful time, as you can imagine. In summer, this is usually time where faculty members engage in scholarship or creative pursuits for those in the arts. We've had to do less of that, because we have to deal with trying to decide what we are going to do in the fall semester—what modalities, what localities and what temporalities. The Provost emailed to the faculty asking: where, when, and how will we be teaching in the fall?

These special meetings that we had over the summer were to consider these issues. A proposal was put forth on how to adjust the schedule for the fall. We talked about this in great length. This is something that you all know well enough about, discussing something almost to death. We ended up voting this down and creating a new plan. The plan, as you may be aware, is cohorting. Our classrooms have been reduced in capacity, such that some have been reduced to a third of the original capacity. So, we had to figure out how to fit a class of 40 in a room that fits 15. So, we came up with the idea of cohorting, where some students may be in the classroom every other day, and the other days they can engage online. We can move classes to different localities, to larger classrooms, but it is a very, very serious and very hardworking faculty that you have at Coastal Carolina trying to figure out how to teach classes in the fall.

We also made adjustments in terms of expectations and in terms of scholarship and service for the Promotion and Tenure process. Recognizing that much of what we had to do has been emergency teaching. We had numerous discussions and have to come up with, in my opinion, smart ways to figure that out.

The faculty, staff, and students are very stressed at this time, and I would even go so far to say, scared about the unknown. Every time you are faced with an unknown situation, there is a potential for worry. But, I believe in the resiliency of this campus community, and I know that we will get through this together at least through the fall, hopefully only the fall, but through the spring if necessary.

We are of course saddened, by the loss of some of the faculty members through voluntary separation and early retirement, as you just considered the retirement of some just now, as well as the loss of some staff colleagues through RIF. The faculty side has also engaged in the reduction in force process. The president and I agreed early on in the situation—I think it was April—to begin these discussions, so we had plenty of time in case it was something we had to engage in. It was something we engaged in; that is something you will consider tomorrow

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in part of the budget reduction process. This is another example of how the faculty showed fortitude during these trying times.

That is pretty much what I have to say. We have also been conducting regular Senate business, approving new programs that go through CHE. We even created a new University committee, the University Budget and Finance Committee, which David Frost will be a member of. This is to increase the communication between administration and faculty to help us understand the way the finances work. This is one of the faculty's interests, especially at this time. Past five meetings have occurred online through Microsoft Teams, as well as the next one. We are looking at spaces that can hold us. I believe Wheelwright Auditorium may be the only one that can host us.

The faculty is committed to the mission of the University and are working extraordinarily hard to meet that mission.

Smith moved to have the Faculty Senate Report taken down verbatim and included in the minutes. Moore seconded, and the motion carried.

As there was no additional business, Moore moved to adjourn. Belcher seconded, and the motion carried.

The Academic Affairs and Assessment Committee was reopened after the conclusion of the Governmental Affairs Committee meeting to include an enrollment projections report by Daniel Ennis, Provost/Vice President for Academic Affairs, and Amanda Craddock, Associate Provost for Enrollment Management, Admissions and Merit Awards.

Ennis stated that since April 3, 2020, they have been working with three models of potential enrollment possibilities for fall 2020. Those three options are -10%, -15%, and -25%. Since April, the University has felt that the -15% would be the most likely scenario regarding freshmen enrollment and retention. Overall, as of now, the University is down 5.6% of all currently enrolled students. There is significant melt that will occur this summer before the semester starts, so this number will change before classes begin. Additionally, considerations include the number of students that have initiated payment for tuition.

Smith requested that the prior motion to adjourn be applied.

Respectfully submitted,

Lydia Deeck
Lydia Deeck
Recorder