



**BOARD OF TRUSTEES**  
**North Carolina Agricultural and Technical State University**  
**Greensboro, North Carolina**  
**Academic Affairs Committee Meeting Minutes**  
**Friday, April 19, 2013**  
**Alumni-Foundation Event Center**  
**Executive Board Room**  
**8:00 – 10:00 a.m.**

**CALL TO ORDER**

Committee Chair Faye Williams called the Academic Affairs meeting to order at 8:00 a.m. She welcomed committee members and guests and thanked them for their attendance. She then asked for the roll call.

**ROLL CALL**

Committee Members present included Mrs. Faye Tate Williams; Mr. Al Lineberry, Jr.; Mr. Allahquan Tate; Mrs. Patricia Miller Zollar; and Dr. Winser Alexander, ex-officio member. Committee members absent were Mrs. Karen Collins, Ms. Janice Bryant Howroyd, and ex-officio member, Chancellor Harold L. Martin, Sr.

Mrs. Williams asked for other attendees in the meeting to identify themselves. Other attendees were: Dr. Barry Burks, Vice Chancellor for Research and Economic Development; Dr. Deborah Callaway, Special Assistant to the Chancellor; Mrs. Barbara Ellis, Vice Chancellor for Information Technology; Ms. Helen R. Haynes, Recorder; Mr. Earl Hilton, Athletic Director; Dr. Beryl McEwen, Vice Provost for Strategic Planning and Institutional Effectiveness; Dr. Wanda Lester, Vice Provost for Academic Affairs and Undergraduate Programs; Mrs. Akua Matherson, Associate Vice Chancellor for Enrollment Management; Dr. Goldie Byrd, Dean of College of Arts and Sciences; and Dr. Charles Waldrup, General Counsel.

Provost Alexander introduced Dr. Brian Sims, Faculty Senate President. He stated that the Faculty Senate petitioned Chancellor Martin to have faculty representation at the Board of Trustees committee meetings. As a result, Chancellor Martin extended to Dr. Sims the same opportunity provided to the leaders of the two system-wide assemblies to attend certain Board of Governors' committee meetings. As Faculty Senate President, he will attend the Academic Affairs Committee meetings as a non-voting visitor. He will not be eligible to remain in any committee meetings during closed sessions.

Mrs. Williams welcomed Dr. Sims to the committee.

She encouraged the committee members to allow presenters to proceed through their reports and ask questions at the end of each presentation.

**APPROVAL OF MINUTES – FEBRUARY 22, 2013**

There being no corrections or additions to the minutes of the February 22, 2013 meeting, it was moved by Ms. Zollar and seconded by Mr. Lineberry that the minutes be approved as presented. The motion carried.

**PRESENTATIONS/REPORTS**  
**Division of Academic Affairs**

Dr. Winser E. Alexander

**University Report Card**

Dr. Beryl McEwen, Vice Provost for Strategic Planning and Institutional Effectiveness/SACS Liaison, provided a summary of the University Report Card. She stated that each year the University prepares an annual report that updates stakeholders on the progress we have made with our strategic plan. Effective this year, the presentation of the report card will change. Instead of going with the traditional annual report, the new report card will be aligned with the strategic plan using Preeminence 2020 to develop a template. The purpose of the Report Card is to help monitor our progress and keep us accountable for what we said we would do. Additionally, Dr. McEwen shared that the Report Card will be done twice each year;

- a. An **Interim** Report Card will be done at the end of each fall semester, and
- b. The **Annual** Report Card will be completed at the end of each academic year.

After the first year, the Report Card will be comprehensive, detailed, and longitudinal as the years progress, which will include some benchmarking data, e.g., enrollment, retention, and graduation rates. A small committee will determine the style, scope and presentation of the report card as well as how it will be disseminated to internal and external constituents.

In closing, Dr. McEwen indicated that the main purpose of the report card is to tell our story. We need to understand how we are doing and help others understand the kinds of progress we are making. Thus, there will be two versions of the Report Cards. One report card will be a very detailed document that will attempt to capture everything that is going on, which will be for internal use and the other will be posted on the website for public consumption. An executive summary of the Report Card will be prepared as well.

There were two other items discussed which included developing a plan around improving first year and second year retention for students and developing a master plan for becoming a STEM University.

**College of Arts and Science Update**

**Dr. Goldie Byrd**, Dean of the College of Arts and Sciences, thanked the Committee and Provost Alexander for the opportunity to share a few things about the College of Arts and Sciences. She stated that while she was presenting to the Academic Affairs Committee, there were approximately 160 scholarship donors being celebrated and honored in the Student Union because of their contributions to the College of Arts and Sciences. She stated that the College of Arts and Sciences is the largest academic unit on campus, with over 3,400 students, 581 degree awarded last year. The College has 200 faculty, spread over 13 departments, with 8 graduate programs and 20 undergraduate programs in the arts and humanities; mathematics; and the natural, behavioral, and social sciences. The graduate enrollment is pretty robust, but not where it needs to be. BOT Member Zollar asked where it needs to be. Dr. Byrd stated that she is working with Dr. Sarin on the numbers, but she sees great opportunity because she has eight graduate departments of the 13 departments. She would like to see growth in the behavioral sciences and humanities. One growth area is Social Work, which is the largest master's program on campus. It has opportunity for planning a Ph.D. program because there is only one doctoral program in the College of Arts and

Sciences. Dr. Byrd discussed the enrollment statistics shared in her PowerPoint presentation as it relates to our UNC peers. She also shared the following Points of Pride:

1. The Marching Band participated in the Macy's Parade (supported by Student Affairs).
2. The College's average retention and graduation rates, over the last 3 years, are higher than the University's rates but fall below those of its Board of Governors (BOG) and University of North Carolina (UNC) peers.
3. All six accreditations were successful.
4. The Joint Master's of Social Work has national ranking in the *US News and World Reports*.
5. The Department of Psychology continues to rank in the top 10 of institutions in the country that graduate students with a bachelor's degree in psychology.
6. The College reorganized its 13 departments to include assistant/associate chairpersons, to create more visionary departments, to give chairs the opportunity to be more scholarly, to develop leaders within the departments and to begin to address succession for department chairs.
7. The College launched a ventures fund to create new innovations in research and student learning. It has awarded approximately \$200,000 over two years, for highly competitive and collaborative projects that advance student success and faculty-initiated research.
8. The College won \$8 million dollars, this year, from a corporation and two foundations (National Science Foundation, Merck & Co. Inc. and the North Carolina GlaxoSmithKline Foundation) to create three new University Centers of Excellence, which will offer an opportunity to significantly improve research, student training and interdisciplinary activities as well as address:
  - a. Bio-energy
  - b. Community Outreach in Aging, Alzheimer's disease and Community Health, and
  - c. STEM Active Learning
9. The College is proud of its 63 scholarships, 4 endowed professorships, and 3 named rooms.
10. On May 3, 2013, the College of Arts and Sciences will lead a \$1 million dollar scholarship and faculty development endowed campaign. The idea behind this is to ensure that student scholarships at the level of the dean will be available for students who may not qualify for any of the others.
11. The College of Arts and Sciences also has three summer pipeline programs; two that are pre-matriculation and one that bridges students from the freshmen year to the sophomore year. This summer, with the support of GSK, rising high school seniors will attend campus in a residential setting for two weeks to get an emersion in mathematics, language, leadership and critical thinking. These students will also do SAT preps.

In closing, she stated that it is critical that the University establishes a solid strategic plan for student success. She is currently working on faculty development. Students are more tech savvy than most of the faculty. Mr. A. Tate inquired about how many faculty members use Blackboard. She responded stating that her goal is 95% of the College of Arts and Sciences faculty will be using Blackboard by the end of the semester.

Dr. Byrd identified several positions that the College of Arts and Sciences is proposing. Mrs. Zollar asked if time had been spent with key employers/stakeholders to know what they are looking for so that programs could be crafted based on what their needs are to ensure growth. Dean Byrd responded stating that is part of their SWOT analysis, which included Liberal Studies. Chair Williams stated that while she recognizes the challenges, there is a lot of infrastructure highlighted, particularly as it relates to the recent conversations in Raleigh, and asked if Dean Byrd was getting the support needed to be successful. Dean Byrd's response was that there are conversations with the Provost regarding these challenges pertaining to the funding of the College of Arts and Sciences. Students typically do well if they can get through the first two years of college in good standing, i.e., approximately 80% continue.

Committee Chair Williams thanked Dean Byrd for her presentation. Dr. Sarin indicated that the College of Arts and Sciences graduated two students with 4.0 GPA, both double majors in School of Business and Economics and the College of Engineering.

### **Department of Intercollegiate Athletics**

Mr. Earl Hilton shared that 170+ student athletes were on the Deans' lists in the Fall Semester. He stated that 36 athletes will graduate in May 2013, compared to 23 last year (2012). Both the men (first victory in the NCAA tournament game) and the women (22 wins) Basketball teams were successful.

A letter was sent to all coaches clearly outlining the intolerance for physical and/or verbal abuse of student athletes. It was also discussed in meetings. A survey will be developed and administered to students regarding their perceptions of how they are being treated. The results of the survey will be shared at a later meeting.

Approximately 50% of student athletes' records will be audited each semester. The University is not required to share information found in the students' records with their parents. One committee member suggested asking the students for permission to disclose information and/or give them an "Opt Out" opportunity. Committee Chair Williams stated that the "Disclose and/or Opt Out" should be documented.

### **Division of Research and Economic Development**

Dr. Barry Burks, Vice Chancellor for Research and Economic Development, requested approval from the Board to establish an NC A&T Bioenergy Center, which is a multidisciplinary research and outreach center. The Center will focus on bioenergy, biofuels and bioproducts. He stated that this is not just a research center, but is also intended to be an outreach center. It will involve faculty from multiple departments. It will functionally report to DORED but the faculty will also report to their respective academic department. Departments currently involved are Biological Engineering, Chemical and Bioengineering, Chemistry, Economics, Energy and Environmental Systems, and Mathematics. Dr. Abolghasem Shahbazi, professor in School of Agriculture and Environmental Science, will be the Center's Director. Dr. Elon Kulii will be the Research Director and Dr. Keith Schimmel will be the Educational Director. Drs. Kulii and Schimmel are professors in the College of Arts and Sciences. The Center is already funded by the NSF, with \$2M over 5 years. Dr. Burks indicated that the Cabinet has approved the establishment of NC A&T Center in Bioenergy and he was now asking the Academic Affairs Committee to approve

the establishment of the NC A&T Center in Bioenergy as is required by the guidelines. Mr. Lineberry made a motion to approve, seconded by Mrs. Zollar. The motion carried.

Additionally, Dr. Burks provided the following updates in the Division of Research:

1. Funding received for Sponsored Programs through March 31, 2013 is \$31.84M for 146 awards, an increase of 1% over this point in FY 2012. The University is definitely seeing the impact of sequestration of federal agency budgets – fewer opportunities, smaller budgets, and increased competition.
2. NIH renewed the University's use of animals in research for another 3 years.
3. DHHS renewed the University's registration for human subjects research for another 3 years.
4. Bio-Adhesive Alliance, a University spin-off company developing hog manure based pavement technology, has done very well in start-up competitions and was named a Finalist in both the Charlotte Venture Challenge and the DOE MegaWatt Ventures clean energy competition. Dr. Ellie Fini, Assistant Professor in the College of Engineering, is the researcher for this initiative.

In closing, Dr. Burks stated that he recently learned that the patent for a method for cleaning water and soil contamination will be allowed and granted next year. The patent was submitted by Dr. Stephanie Luster-Teasley, an associate professor in the College of Engineering. Provost Alexander indicated that Dr. Luster-Teasley just won the Board of Governor's Teacher of the Year Award. Dr. Burks then stated that our outstanding teacher of the year is also an outstanding researcher.

#### **Division of Information Technology - (Informational Only)**

Ms. Barbara Ellis, Vice Chancellor for Information Technology, did not present. However, she did provide the following informational update on the Banner Hosting Project:

1. NCA&T decided to migrate the core Banner application into a hosted environment managed by UNC-General Administration, thus making A&T the seventh university within the UNC system to take advantage of this opportunity.
2. The primary objectives of the project are to:
  - a. Upgrade our Banner infrastructure to a more strategic technology platform,
  - b. Enhance our backup and recovery processes,
  - c. Position the university to continue upgrading our Banner application and provide the flexibility to migrate to the newly released Banner architecture, Banner XE.

***The university will retain control of the application support, including enhancements, upgrades, etc.***

## **DISCUSSION**

### **Enrollment Management Update**

Mrs. Akua Matherson provided a brief update on the status of enrollment. As of April 7, 2013, 9,897 applications for undergraduate admission have been received versus 7,343 for the same period last year; this represents an increase of 35%. In addition, to date 2,374 in-state applicants have been admitted versus 1,560 for the same period last year, which is a 52% increase. The average GPA for the admitted students is above 3.4 versus last year where averages were 3.3+. All indicators are that our strategy to push for more academically qualified students and a targeted admissions process is working.

The Office of Enrollment Management is continually working with transfer/community college student enrollment. As of April 7, 2013, there has been a significant increase in applications over the same period last year. Campus-wide initiatives, including major specific articulation agreements, Transfer Student Thursdays, and other efforts are being pushed to increase the transfer student enrollment. To date, 1,318 applications have been received and 226 students have admitted. Our goal for transfer student enrollment for the fall 2013 is 581 new students. We will continue to push aggressively to make this goal. Mrs. Zollar indicated that she thought that it is great that the numbers are moving ahead, however, was interested more in the student enrollment expectation for transfer students when all of the initiatives are implemented. Mrs. Matherson replied stating that the goal is to admit 1,000 transfer students by fall 2014. She and her team recently created an outline on articulation agreement that the schools/colleges/departments can use as a roadmap in creating new 2+2 agreements.

Provost Alexander indicated that General Administration has established an Online Student Transfer Navigator™ tool, which is a product through CFNC to match up courses with the general education requirements. Student Transfer Navigator will be efficient in providing a course equivalency report for students who have taken or plan to take courses at any of North Carolina's postsecondary institutions. Students may compare courses for any two institutions at a time in three easy steps. Course equivalency information is available for courses transferring from all NC community colleges to NC colleges and universities. This tool provides guidance for students who wish to view course-by-course comparisons.

In closing, Mrs. Matherson stated that 30 Dowdy Scholarships were awarded. Additionally, other activities included creation of Aggie Scholarship for In-state Students, Successful Senior Send-offs, Admitted Student Open House, Latino Visitation Day, Male Mentoring Day, and NC Counselor Open House. She also hosted FAFSA Days and Ask a FA Counselor program in strategic locations on campus. Mr. Tate indicated that he attended the Male Mentoring Day, which was a phenomenal event. He also stated that the Admissions Office has made contact with the student leaders to get their help in communicating with students who stated their "intent" to attend NCA&T.

Mr. Tate also asked for clarification on the conversation at the last Board of Governors meeting regarding the limit on out-of-state 18% cap on admission. Mrs. Matherson's response was that the state of North Carolina (NC) has very strict rules about being able to offer a low cost education to the students of taxpayers of the state of NC. The policy states you cannot displace a qualified student in the state of NC for an education with someone from out of state. That was the premise for the development of this policy. The 18% allows for all NC students who would like to attend college an opportunity to attend any college of their choice. With NCA&T, we

have national ranking and being an HBCU, we are able to recruit minority students to receive a quality education. She stated that this is part of the argument; we have not displaced any NC students who would like to attend NCA&T. We have room for both, in-state and out-of-state students.

### **NEW/REVISED POLICIES UPDATE**

Dr. Winser E. Alexander indicated that The Graduate School has four new and/or updated policies, which do not require board approval. He presented the informational policies below and shared a brief summary of each:

1. **Graduate Double Majors, Dual Degrees, and Joint Degree Program** policy defines criteria for establishing double, dual and joint degrees. The policy also includes the application and admission process, number of credit hours that may be shared between the degree program, and the requirements for students enrolled as a double or dual major. The proposed revision clarifies the requirement that the second major must have 18 unique credits.
2. **Graduate Transfer Credits** policy specifies the criteria and approval process for transferring course credits to a student's graduate program. The policy also stipulates the maximum credit hours that may be transferred. The proposed revision improves the language of the policy by emphasizing that transfer credit restrictions apply to credits transferred from other institutions.
3. **Copyright** policy defines ownership of educational materials and intellectual property as it relates to course materials including distance courses. The policy is based on the UNC GA policy on copyright ownership.
4. **Graduate Academic Eligibility** policy defines the academic criteria for good standing, warning, probation, and dismissal status. Requirements for readmission after academic dismissal are also listed. The proposed revision eliminates the waiver that previously applied to the first 18 attempted hours and replaces it with a semester GPA based monitoring of academic standing.

**Dr. Alexander also shared that we received** *authorization from the Board of Governors to establish a Master of Science Program in Agricultural and Environmental Systems and a Doctor of Philosophy in Rehabilitation Counseling and Rehabilitation Counselor Education.* The MBA is still being considered.

He also indicated that he recently established two committees below.

1. The **Diversity Committee** was established to move forward with the tenets of Preeminence 2020, goal 5, a diverse and inclusive campus. The Diversity Committee is charged with reviewing all aspects of the University (inclusive of prospective students as well as faculty and staff appointments) and bringing forth a recommendation on how to develop and align programs for a more diverse population.

2. The **University Mission Statement Committee** was established because President Ross asked each institution to review and propose revisions to their current mission statements. The intent is to make the campus mission statements consistent with the newly adopted UNC System's strategic plan, "Our Time Our Future".

Dr. Alexander stated that this is an opportunity to carefully review and propose any changes to ensure consistency with SACS accreditation standards and UNC's strategic plan. Dr. Beryl McEwen was asked to serve as chair of this committee. The revised mission statement will be presented at the September BOT meeting.

Dr. Sarin stated that the request to GA to change the name of the School of Graduate Studies to The Graduate School has been approved.

### **CLOSED SESSION**

Committee Chair Williams asked Atty. Waldrup to read the statement to go into closed session. Atty. Waldrup read the closed session statement [N.C.G.S. §143.318.11(a)(6)]. A motion was made, seconded, passed, and the meeting proceeded to closed session.

### **Promotion and Tenure**

In accordance with University policy, "Appendix B-2 Regulations on Academic Freedom, Tenure and Due Process," personnel actions require Board of Trustees approval. Twenty (26) faculty members were approved for promotion and/or tenure, effective July 1, 2013.

Two faculty members were approved for faculty emeritus status.

One faculty member was approved for Faculty Reassigned Time, effective fall 2013.

There being no further personnel matters, a motion was made, seconded and accepted, and the meeting proceeded to open session.

### **OPEN SESSION**

### **ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 10:05 a.m.

Recorder:  
Helen R. Haynes  
*haynesh@ncat.edu*