

**Minutes  
Coastal Carolina University  
Board of Trustees**

**Academic Affairs Committee  
Williams-Brice Recreation Center, Room 159  
June 12, 2008**

**Committee Members**

**Present:** Mr. Joseph L. Carter, Ms. Ruth S. Kearns, and Dr. Oran P. Smith

**Committee Members  
Not Present:** Dr. Randy Dozier, Mr. J. Wayne George, Mr. Charles Hucks  
Mr. R. Grant Singleton

**Other Board Members**

**Present:** Mr. William H. Alford and Mr. Gary W. Brown

**Others Present:** Ms. Haven Hart, Mr. Scott Joyner, Dr. Rob Sheehan, Ms. Susan Talbot, Dr. Judy W. Vogt, Dr. Susan Webb, Dr. Lynn Willett, and Ms. Chyrel Stalvey

Dr. Smith brought the meeting to order at 9:30 a.m.

**Dr. Smith moved to approve the April 3, 2008 Academic Affairs Committee minutes and Mr. Carter seconded. The motion carried.**

Dr. Barbara Burd, Executive Director of the Library, was introduced. She noted that a portion of the second floor has been turned into a technology center and will continue to be expanded. This year there was a 60% increase in student utilization of the library. In order to improve access, seventy-one additional computers have been ordered and there will be additional staff on the second floor. Dr. Sheehan added that this is a small step in the direction of an Information Commons. An administrative position has been downsized to increase personnel who have direct contact with students.

**Dr. Smith made a motion to hire Dr. Donald S. Sloan with tenure as the Chair of the Department of Music and Professor of Music. Mr. Carter seconded and the motion passed unanimously.**

Dr. Sheehan presented an update on the 2007 Academic Affairs goals which are attached as part of the minutes.

The expanded utilization of university classrooms and laboratories to late afternoon, evening and weekend offerings is a major change for faculty and will take some getting used to. This expanded utilization will relieve some of the pressure for space in our buildings. Dr. Webb assured the committee that faculty wanted to deliver necessary classes for students as needed.

**Academic Affairs Committee**  
**June 12, 2008**

The University has a requirement to either seek approval or notify SACS of every new degree program prior to the initiation of that degree program. Dr. Sheehan was very concerned upon discovering that SACS had not been notified of any new programs since 2003. We also have to seek approval if the new degree represents a significant change, i.e., the Masters in Business Administration and Masters in Marine Science. Upon identifying this problem, the proper paperwork was completed and SACS was notified. Permission for all current programs was sought after and SACS has now accepted them all. Our informal contact with the SACS liaison has indicated that he is satisfied with what we have found ourselves and what we have done. We hope that the worst that happens to us at the June SACS meeting is six months probation for not having complied with the regulatory requirement.

We have also discovered that the dual-degree programs with international institutions were not reported to SACS. We are in the process of completing this. In a telephone conference call with SACS, Dr. Sheehan asked if we should deny admission in the fall to the dual-degree exchange students from Germany. The answer was no. SACS accepted part of the blame and asked the University to make the report to them as quickly as possible.

There has been pressure on the national level from Secretary of Education Margaret Spellings to take over all accreditation and eliminate regional and accrediting bodies. Other universities and colleges have also been remiss in reporting before this current period, and SACS has been casual about insisting on this level of reporting.

The Provost now has controls in place to notify SACS as required.

Dr. Smith asked what the worst possible sanction could be from SACS. Dr. Sheehan stated that there is a two-step process: probation and then relieved of accreditation as an entire university. Once relieved of accreditation, students are no longer eligible for Federal financial aid. We have been told that we will not be relieved of our accreditation nor will we be told to close down the MBA program or stop admitting new students to the program.

Mr. Carter asked if the person responsible for the oversights was still with the University. Dr. Sheehan reported that the person was no longer employed by the University. Mr. Carter also asked if this would affect anyone who has received a degree. Dr. Sheehan responded no.

A Division of Academic and Students Affairs organizational chart was distributed and reviewed. As a result of joining together the two divisions, a Senior Leadership Council has been created and meets every other week. The Council of Deans continues to meet with the Provost three times a month.

Dr. Sheehan expressed appreciation to Dr. Willett for her work in Student Affairs and is very pleased that she will continue to be available for consultation and special projects.

With the appointment of Dr. Evans as Assistant Provost for Technical College Programs, Dr. Susan Webb is now the Faculty Senate Chair. The Senate's Executive Committee will submit a report quarterly to the Academic Affairs Committee. In the near future, Dr. Smith will be invited to attend a meeting of the Faculty Senate.

**Academic Affairs Committee  
June 12, 2008**

**Mr. Carter made a motion to promote Dr. Peter C. Lecouras to full professor. Dr. Smith seconded and the motion passed.**

As there was no further business, Mr. George made a motion to adjourn and Mr. Carter seconded. The meeting adjourned.

Respectfully submitted,

Chyrel Stalvey  
Tommy M. Stringer  
Secretary/Treasurer

Attachment: 2007 Academic Affairs Goals

**Coastal Carolina University**  
**2007 Academic Affairs Goals**

**Academic Affairs Committee**

Action	Status	Pending Outside			Percent Completed
		Completed	Action	No Action Taken	
An approved list of university-wide peer institutions will be developed and shared with the Board by April 15, 2008.	<ul style="list-style-type: none"> <li>Completed, April, 2008 – in Strategic Plan submitted to BOT, June, 2008</li> </ul>	Yes			100%
Expand utilization of university classrooms and laboratories to late afternoon- evening and weekend offerings.	<ul style="list-style-type: none"> <li>Class schedule modified for Fall, 2008 prior to registration by first-year students, to increase core course offerings evenings (through 10 p.m.) in all colleges and Saturday classes now scheduled for Fall, 2008 – making use of Atlantic Park classrooms to avoid conflict with football Saturdays on Main campus.</li> </ul>	I do not consider this complete until we see enrollments and until we make similar modifications for Spring and Summer			50%
Develop degree programs that are viable, preferably economically successful for the Waccamaw Higher Education Center and for Myrtle Beach.	<ul style="list-style-type: none"> <li>Ongoing discussion, plan developed for alternative delivery location of Lifelong Learning away from Waccamaw campus after lease expires. Fall, 2008 we have an increase of degree granting course in Georgetown Site by HGTC. Waccamaw Higher Education site to be replaced, Myrtle beach site yet to be identified. BSN program to occur on Grand Strand Campus of HGTC.</li> </ul>	No			30%

**Academic Affairs Committee  
June 12, 2008**

Finalize academic metric for dashboard indicators.	<ul style="list-style-type: none"> <li>• This was held pending development and acceptance of Strategic Plan. Due mid-Fall Semester, 2008.</li> </ul>	No			25%
Expand collaborative degree programs (2+2 programs) with HGTC.	<ul style="list-style-type: none"> <li>• Begun with CHE stage-1 approval in December, 2007 of BSN.</li> <li>• New Human Services degree completion program with Department of Psychology finalized, June, 2008 – students commencing CCU program from HGTC Fall, 2008.</li> <li>• Additional degree completion programs under consideration.</li> <li>• Hiring complete of CCU-HGTC advisor, funded by CCU and located at HGTC.</li> <li>• Asst. Provost for Technical College Engagement hired (Dave Evans), effective June, 2008.</li> </ul>	Ongoing			60%
Develop, implement, and assess strategies for increased responsibility for student retention by academic affairs.	<ul style="list-style-type: none"> <li>• Agreement reached with Faculty Senate for University-wide Retention committee to be chaired by Provost. Committee to be formed Fall, 2008.</li> <li>• Merger of Academic Affairs and Student Affairs into a single Division will facilitate this goal.</li> <li>• Initial indications of Freshman to Sophomore retention figures indicate upward trend.</li> </ul>	Ongoing			75%

**Academic Affairs Committee  
June 12, 2008**

<p>“Right size” the use of temporary and part-time faculty who teach undergraduate students.</p>	<ul style="list-style-type: none"> <li>• 24 Full-time lecturers hired to begin work Fall, 2008:</li> <li>• 22 Lecturer positions approved for Fall, 2009</li> </ul>	<p>Two-year Process</p>			<p>50%</p>
<p>Employ “Cluster Hire” strategy for new and replacement faculty positions at Coastal.</p>	<ul style="list-style-type: none"> <li>• 19 new tenure/tenure track and 24 Lecturer positions hired for Fall, 2008 with cluster strategies employed as priority – two or more positions in the same area in:             <ul style="list-style-type: none"> <li>○ Business Administration, Communication, Biology, Psychology, English, Spanish, Visual Arts, Chemistry and Mathematics</li> </ul> </li> <li>• 44 new faculty lines to be hired Fall 2009 employing same strategy.</li> </ul>	<p>Yes for 07-08 academic year, position assignments for 08-09 academic year have been nominated but not finalized</p>			<p>100% for 07-08</p>
<p>Meet market demand for new majors.</p>	<ul style="list-style-type: none"> <li>• New ROTC program initiated, Fall, 2008.</li> <li>• 5 new major proposals approved, stage-1 by CHE December, 2007.</li> <li>• Full approval of Exercise Science Major received, Fall, 2008</li> <li>• SACS notified of new programs begun since 2003.</li> </ul>	<p>Ongoing</p>			<p>100% of what we attempted – we will add to this</p>

**Academic Affairs Committee**  
**June 12, 2008**

<p>Move toward a culture of assessment on campus.</p>	<ul style="list-style-type: none"> <li>• University-wide Assessment Committee with all colleges and support units created, Fall, 2008.</li> <li>• Assessment Plan developed by Committee, draft completed May, 2008- Final expected June,2008</li> </ul>	<p>Ongoing</p>			<p>100% of what we attempted this year</p>
<p>Develop and implement a plan to meet the office, studio, and laboratory needs of faculty- preferably on the main campus.</p>	<ul style="list-style-type: none"> <li>• University Building plan submitted to CHE for new Science Building to increase new Laboratories - 2010; New Information Commons plan drafted to increase study-spaces – 2010; technology enhanced in existing Library to increase technology Labs – summer, 2008; Renovated Smith Building to increase number of General Purpose Classrooms – 2010</li> </ul>	<p>Three year effort</p>			<p>100% of what we attempted this year</p>
<p>Advocate for: Rehabilitated/expanded Science Building; Expanded/New Student Activities Building; A State-of-the-Art Classroom Building; Rehabilitated/Expanded Library.</p>	<ul style="list-style-type: none"> <li>• Done, awaiting CHE approval and BOT funding of student-supported bond.</li> </ul>	<p>Yes</p>			<p>Awaiting BOT approval of tuition and State approval of Building plans</p>
<p>Re-write and update of the Faculty Manual will begin during the 07-08 academic year.</p>	<ul style="list-style-type: none"> <li>• Re-write substantially underway – finalization expected Fall, 2008</li> </ul>				<p>66% of a three semester effort</p>