

**Minutes
Coastal Carolina University
Board of Trustees**

**Academic Affairs Committee
E. M. Singleton Building, Provost Office
November 12, 2007**

Committee Members

Present by Conference Call: Dr. Oran P. Smith and Mr. J. Wayne George

Committee Member

Not Present: Mr. Joseph L. Carter

Others Present:

Dr. Robert Sheehan, Dr. Nelljean M. Rice, Ms. Susan Talbot and Dr. Debbie Conner (joined by teleconference)

Dr. Smith called the meeting to order at 11:00 a.m.

Dr. Smith asked Dr. Sheehan to review the goals to be presented at the January retreat on January 10-11, 2008 at the Brooks Hospitality Suite. The entire Board will be invited to attend as well as the ex-officio members from the community that have yet to be announced. The deans of the four academic colleges will be included for the entire retreat. Various campus people will be invited to participate for different segments. This retreat will substitute for the monthly committee meeting. The four main topics of conversation will be:

1. Academic Problems
2. Academic Quality
3. Academic Personnel
4. Academic Space

A draft of the proposed agenda is attached.

Dr. Sheehan suggested that we order copies of the AGB book entitled *Making the Grade: How Boards Can Ensure Academic Quality* for the entire Board. Dr. Smith agreed. Dr. Smith and Dr. Sheehan have already reviewed the book and found it to be helpful.

Dr. Sheehan reported on the five new degree program summaries that have been submitted to the Commission on Higher Education.

1. Masters of Education in Literacy, Language and Culture
2. Bachelor of Science in Nursing
3. Masters of Education in Educational Leadership
4. Masters of Education in Instructional Technology
5. Bachelor of Arts in Music

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In addition to these, a change in the academic program for Biology has been submitted to add concentrations to the major. This status change has been approved by CHE.

Dr. Rice presented an update on the University Academic Center. She explained that there are three branches to the Center:

1. First Year Academic Advising
2. First Year Experience Class
3. Learning Assistance Center

The University Academic Center will be covered again at the Academic Affairs Retreat as item V.

Dr. Sheehan suggested postponing the fourth item on the agenda, faculty hiring plan, until the Academic Affairs Retreat in January. It fits nicely into the Academic Personnel section.

As there was no further business, the meeting was adjourned.

Respectfully submitted,

Susan Talbot for
Tommy M. Stringer
Secretary/Treasurer