

**Minutes
Coastal Carolina University
Board of Trustees**

**Academic & Student Affairs Committee
Thomas W. & Robin W. Edwards College of Humanities and Fine Arts, Room 164
November 20, 2008**

Committee Members Present: Mr. Samuel H. Frink, Mr. William S. Biggs, Mr. Joseph L. Carter, Mr. Trevor Arrowood, and Dr. Oran P. Smith

Committee Member Not Present: Mr. Robert G. Templeton

Other Board Members Present: Mr. William H. Alford, Mr. Gary W. Brown, Mr. Eugene C. Spivey, and Dr. Samuel J. Swad

Others Present: Dr. Barbara C. Buckner, Ms. Mason Campney, Dr. Jennie M. Cassidy, Dr. David A. DeCenzo, Ms. Chris Donevant-Haines, Ms. Caitlin Dorman, Ms. Paula D. Drummond, Dr. Edgar L. Dyer, Ms. Haven L. Hart, Ms. Alison L. Hawk, Mr. J. Scott Joyner, Ms. Nichole L. Schlund, Dr. Rob Sheehan, Ms. Pat Singleton-Young, Ms. Hollie Smith, Ms. Susan Talbot, Dr. Judy W. Vogt, Dr. Susan E. Webb, Ms. Nila S. Hutchinson and Ms. 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. Ms. Claudia Lauer of The Sun News was in attendance.)

Dr. Smith brought the meeting to order at 11:00 a.m. New Student Government Affairs officers were introduced: Trevor Arrowood, President; Caitlin Dorman, Vice President of Policy; Hollie Smith, Vice President of Finance; and, Mason Campney, Vice President of Public Relations.

Mr. Frink moved to approve the June 12, 2008 Academic Affairs Committee and the Student Affairs Committee minutes. Mr. Carter seconded and the motion carried.

Students must be educated from their first day of classes regarding what is cheating and plagiarism. Dr. Sheehan stated that discussions are underway regarding academic integrity and revisions will be made to the student honor code. By the end of the year, the Faculty Senate, Dean Roberts, Dr. Willett, and several faculty members will have completed the process and recommendations will be brought to the Board for approval.

Our goal is to have Coastal known for its quantity and quality of collaborative undergraduate/graduate student/faculty research and scholarship. In spite of budget concerns, additional budgetary support is available to faculty and students to execute research collaboratively and to report on the research collaboratively. Charmaine Tomczyk has been appointed Director of

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Undergraduate Research. This is a major curricular emphasis that will cut across all majors. Areas for research opportunities are being defined.

Coastal uses Blackboard software to facilitate distance learning. Students go on-line to find their syllabus, assignments, tests, lectures, chat rooms, and on-line instruction. A Distance Learning Course Offerings handout was distributed and noted that about 50% of the classroom sections and courses are facilitated by Blackboard. Of our 554 part-time and full-time faculty, 350 use Blackboard by some method. Thirty-seven classes are completely distance learning offered.

Every dean and department chair has been asked to add one instructional course to their load for Spring 2009 or Fall 2009 and use a technology enabled component. Dr. Sheehan will be teaching a class in the spring.

Negotiations are underway with the Medical University of South Carolina (MUSC) to establish a baccalaureate degree completion program for health service professionals, i.e., medical technologists, dieticians, and dental technologists. The program will be completely on line and address a statewide need. MUSC has been offering this degree by distance learning. One advantage to take over the program is that CHE and SACS have already approved the program. It would be an opportunity for Coastal to take an aggressive step towards improving distance learning offerings.

As a consequence of uncertainty with the budget and enrollment, the administration has asked every faculty member and academic administrator to add one more class to their instructional load for spring or fall, unless they were already at a maximum load. Without complaint, 95% of the faculty have already moved to that level and have put their scholarship and service aside. With the addition of 110 sections this fall, \$200,000 has been saved in lieu of hiring adjunct faculty. Scholarship will be delayed and there will not be as many articles and books published. Sabbaticals and some research released time have been cancelled this semester. However, on a positive note, more students will have full-time faculty teaching their classes.

Dr. Sheehan has never seen this commitment from any other faculty. Our faculty will be working harder than faculty at every university within the state. Because our faculty wants scholarship to be one of Coastal hallmarks, they are willing to sacrifice. The committee also expressed their appreciation to the faculty.

As a result of faculty's commitment to take on additional course loads, Dr. Smith made a motion to temporarily delay the implementation of requiring external letters of review as a part of the promotion and tenure process until faculty loads return to normal. Mr. Frink seconded and the motion passed.

The budget for professional travel this year has been reduced by 50% from \$400,000 to \$200,000.

By way of information, Ms. Haven Hart reported that the Finance, Planning & Facilities Committee will present an action item at the Board meeting tomorrow regarding room rates. A handout of proposed residence hall room rates was distributed. In the past, the same room rate

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was charged for a private bedroom, three-bedrooms, etc. Other universities charge differently for the various types of rooms. The proposed semester room rates for Coastal Carolina University residences halls for 2009-2010 are as follows: \$2,325 for Waccamaw Suites, Santee Suites, and The Gardens and \$2,540 for quads in The Woods, Waccamaw, and Santee. The additional funding will be used to update the facilities.

Mr. Biggs made a motion for the Academic & Student Affairs Committee to endorse the proposed 2009-2010 residence hall room rates. Mr. Frink seconded and the motion passed.

Dr. Sheehan reported that the whole campus will be wireless by the end of the semester.

Mr. Carter wanted to know about the mentoring program. Dr. Sheehan responded that the program has been expanded and has increased twofold in the last three years. Grants have been obtained and the Horry County Higher Education Commission has given additional funds. Dr. DeCenzo added that we no longer give monetary awards to faculty for participating in mentoring.

Mr. Carter wanted to know about the progress of Student Health Services. Dr. Sheehan stated that we are showing very high utilization and high satisfaction rates. We need to extend the hours on the weekends and have a pharmacy arrangement for drug delivery. Information will be provided at the next meeting.

Dr. Smith moved to approve the following appointments to Distinguished Professor Emeritus to John F. Farrelly and Professor Emeritus to E. Eugene Collins and Nancy S. Goettel at their retirement. Mr. Biggs seconded and the motion passed.

Mr. Frink moved to grant the following promotion recommendations for Associate Professor to Steve R. Bailey and Senior Instructor to Erwin Wolfe and Suzanne Senchak. Mr. Biggs seconded and the motion passed.

Dr. Jennie Cassidy reported on the alcohol consultation conducted in the spring. In September Dr. Barbara Alvarez-Martin presented a report and made recommendations and conducted a workshop for the Alcohol Coalition. The Student Government Association has been very supportive of the recommendations. A handout on New Initiatives to Address the Misuse of Alcohol was distributed. Some of the new initiatives included:

- developing a comprehensive policy;
- implementing Public Safety's "no tolerance" policy for violations of the alcohol policy and laws;
- holding a press conference with Dr. DeCenzo announcing the University's stand on alcohol; and,
- attempting to change the student's environment.

Judicial cases have increased three-fold with the new enforcements.

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A handout was also distributed regarding public policies affecting how alcohol is sold, where it is consumed, price, social environment, enforcement mechanisms and under-age access and institutional policies that can be implemented by particular community sectors.

Dr. Sheehan stated that a follow-up report will be brought back to the committee in the summer.

Dr. Susan Webb distributed a faculty senate activity report for July-November 2008 for everyone to review.

As time ran out, the 2007-2008 Academic and Student accomplishments and the Fall 2008 Assessment System will be reviewed at the next meeting.

As there was no further business, everyone was in agreement to adjourn.

Respectfully submitted,

Chyrel Stalvey for
Secretary/Treasurer