

ACADEMIC COUNCIL

Minutes

December 14, 2023

Present: Vicki Bingham (via phone), Edwin Craft, James Gerald, Ellen Green, Leslie Griffin, Tomeka Harbin, David Hebert, Chris Jurgenson, Kristen Land, Joi Phillips, Merideth Van Namen, Josie Welsh

Absent: Emily Dabney

Guests: Jontil Coleman for Kristen Land; John Alvarez, Interim Chair of HPER

Call to order: A regular meeting of the Academic Council was held in the Janice Wyatt Conference Room on December 14, 2023. The meeting convened at 8:30 AM with Interim Provost Leslie Griffin presiding.

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Agenda	Motion to approve the agenda was made by Ellen Green and seconded by Tomeka Harbin. All in favor.	Approved.	
Approval of Minutes	<p>Due to a technical issue, minutes were not viewed by members of Academic Council before the last Academic Council meeting, therefore three sets of minutes were presented for approval.</p> <p>Motion to approve the minutes from October 26, 2023, was made by Tomeka Harbin and seconded by Merideth Van Namen. All in favor.</p> <p>Motion to approve the minutes from November 9, 2023, was made by Chris Jurgenson and seconded by Merideth Van Namen. All in favor.</p> <p>Motion to approve the minutes from November 20, 2023, with suggested edits was made by Chris Jurgenson and seconded by Tomeka Harbin. All in favor.</p>	Approved.	
Informational Item:			
Provost's Update	<p>Interim Provost Griffin provided the following updates:</p> <ul style="list-style-type: none"> - Reminded everyone that she is available to support when and where she can and emphasized the importance of maintaining a good moral compass. - There may be a need to schedule an additional Academic Council meeting before the next regularly scheduled meeting in January. Details to follow. - Emily Jones, University Archivist, has submitted her resignation. 		Leslie Griffin
Cabinet Update	Ellen Green shared updates from the most recent Cabinet meeting.		Ellen Green
Faculty Senate Update	Chris Jurgenson provided the following Faculty Senate updates:		Christopher

	<ul style="list-style-type: none"> - The United Faculty Senate Association of Mississippi submitted a letter to Commissioner Al Rankins to request a seat at the table for IHL meetings. - Work is still being done on the Paid Parental Leave policy. - Andrea Kunze’s work on student evaluations continues. The Ad Hoc Committee that was devised has not met yet but should have something to present by the spring semester. Interim Provost Griffin requested a target date to be reported by the next Academic Council meeting. - Students will be responsible for nominating candidates for the Connected Educator Awards, but it was requested by faculty to know why a faculty member was nominated. - Discussion continues on the collegiality statement, but not as swiftly as hoped. Interim Provost Griffin requested a copy of the collegiality statement thus far be sent to her and would like to see it in policy by January to provide clear direction of expectations. - Faculty Senate will meet again in January. 		Jurgenson
Institutional Effectiveness and Planning Update	<p>Josie Welsh provided the following IEP updates:</p> <ul style="list-style-type: none"> - Josie Welsh met with Dr. Chris Mee, who is reviewing the focus report. Dr. Mee stated that General Education looks good, and pointed out the four areas that need more work (strategic plan, finance, policies, and assessment). - The list of what has and has not been submitted will be turned in to the President today. - Met with the Administrative Assessment group this week. - Josie Welsh, Vicki Bingham, Chrisa Mansell, Valarie Morgan and President Ennis attended the annual SACSCOC meeting. - If standards change during the reaffirmation process, then the changed standards must be addressed. Any addendums to standards must be clear. - The list of policies that are being focused on has been modified. - Josie Welsh also mentioned the security/retention of records and whether any policies related to this also apply to contractors. Edwin Craft stated that there is a portion of the FERPA policy related to this and asked that she give him the section needed for the report. - Interim Provost Griffin stated that the QEP must be rolled out, and authenticity is important. Everyone should be prepared to be engaged. 		Josie Welsh
Opportunities for Continuous Improvement:			
Action Items:			

OLD BUSINESS: Latin Honors for C2C	Tabled to January due to Emily Dabney's absence.		Emily Dabney
OLD BUSINESS: COBA Curriculum Items	Tabled until January due to time constraints.		Tomeka Harbin
NEW BUSINESS: Curriculum Items	<p>Curriculum Items from HPER were reviewed:</p> <p>Curriculum Action Request – HPER – Sports Management.. Motion to approve the request adding ACC 320 Managerial Accounting to the list of elective options for the Sports Management concentration was made by Merideth Van Namen and seconded by Tomeka Harbin. 9-approved, 0-nay, 0-abstention. Motion carried.</p> <p>Curriculum Action Request – BS in HPER – Non-teaching HPER concentration. Motion to approve the request to change the name of the concentration to Sport and Movement Studies and revise the special degree and major course requirements was made by Merideth Van Namen and seconded by Tomeka Harbin. 9-approved, 0-nay, 0-abstention. Motion carried.</p> <p>Course Action Request – HSE 335 Fundamentals of Movement Physiology. Motion to approve the course action request of adding a new course specific to non-teaching for students who will not be pursuing a career in a clinical profession, yet still need a foundational course in physiology was made by Merideth Van Namen and seconded by James Gerald. 9-approved, 0-nay, 0-abstention. Motion carried.</p> <p>Course Action Request – PER 486 Practicum in HPER. Motion to approve adding a course that allowed for more practical experiences for students within the non-teaching concentration was made by James Gerald and seconded by Merideth Van Namen. 9-approved, 0-nay, 0-abstention. Motion carried.</p> <p>It was noticed that a date and fee error was made on the two approved Course Action Request forms. James Gerald made a motion that the requests would be approved, but new forms with correct date should be resubmitted and the motion was seconded by Merideth Van Namen. 9-approved, 0-nay, 0-abstention. Motion carried.</p> <p>Curriculum Action Request – Removal of invalid statement in catalog. Motion to approve the request to remove the wording requiring all new</p>		

	students to have a pre-entrance medical exam by their family physician was made by Merideth Van Namen and seconded by James Gerald. 9-approved, 0-nay, 0-abstention. Motion carried.		
NEW BUSINESS: Updated Curriculum/Course/Course Fee Forms	The curriculum/course action request forms as well as the course fee request forms were updated by the University Curriculum Committee and were submitted to Academic Council for review. James Gerald made a motion to ask Jon Westfall to update and resubmit the forms to include drop-down menu with limited dates (no past semesters) and add a prompt to list the amount of a lab fee if applicable. Ellen Green seconded the motion. 9-approved, 0-nay, 0-abstention. Motion carried.		Josie Welsh
NEW BUSINESS: Faculty Senate's Resolution on Faculty Overload Pay	<p>Chris Jurgenson submitted a resolution from Faculty Senate requesting that the University adopt a policy that outlines how overload pay is distributed with the following stipulations:</p> <ul style="list-style-type: none"> • Overload hours are determined by any additional courses taught that bring the instructors' total hours beyond 12 hours per semester. • In the case that an instructor has a course release, overload hours are determined by any additional credit hours taught that bring the instructors' total hours beyond the normal 12 hours per semester minus the number of released hours. • Overload pay will be calculated based on the number of classes taught by a full-time faculty member in excess of their originally approved schedule, and the rate will be equivalent to what would be paid for those additional courses if taught by an adjunct faculty member. <p>Interim Provost Griffin devised an Ad Hoc Committee consisting of Merideth Van Namen, Vicki Bingham and Chris Jurgenson to work on this resolution and present it back to Academic Council. Dr. Griffin also suggested reviewing the faculty load section of the Faculty Rights and Responsibilities policy and to consider drafting a policy specifically addressing overload practices.</p>		Chris Jurgenson
Ad Hoc Budget Committee Recommendations	The Ad Hoc Budget Committee has begun making recommendations to the President. Interim Provost Griffin asked everyone to review the proposal and consider their feedback. Attendees did request more information regarding the recommendations, such as the Carnegie class of comparable schools, job descriptions for the positions listed, and information on how the figures and charts were developed.		Leslie Griffin
Discussion:			
Training for Online Instructors	While discussing curriculum items for approval, discussion ensued about ensuring that online instructors were receiving the appropriate training prior to teaching their courses and making sure this practice aligns with the		

	<p>Distance Education policy. Josie Welsh made a motion that on the first day of classes, the Director of the Ford Center for Teaching and Learning would pull a list of online/online-synchronous/hybrid courses from Argos and compare it to the list of approved online instructors. If any online instructor needs additional training, the FCTL Director would ensure the instructor is adequately trained. The FCTL Director will provide a Distance Education Integrity Report at the first Academic Council meeting following the first day of classes each semester. Ellen Green seconded the motion. Edwin Craft recommended reviewing the Distance Education policy to make sure this new practice is included in the Distance Education policy; Interim Provost Griffin requested that Interim Director of the FCTL, David Hebert, edit the Distance Education policy to reflect these changes. 9-approved, 0-nay, 0-abstention. Motion carried.</p> <p>David Hebert expressed that having an online course developer would be beneficial to the process.</p>		
Announcements:			
Adjourned:	11:06 AM		
Next Meeting:	Thursday, January 11, 2023, @ 8:30 AM.		