

# ACADEMIC COUNCIL

## Minutes

**February 9, 2023**

**Present:** Andrew Novobilski, Josh Armstrong, Vicki Bingham, Emily Dabney, James Gerald, Ellen Green, Billy Moore, Christy Riddle, Jeff Slagell, Josie Welsh

**Absent:** Edwin Craft, Leslie Griffin

**Guests:** Kelvin Davis, Comptroller; Mikhail Collins, Director of Student Business Services; Bud Sorey, Barnes & Noble Campus Bookstore Manager; Mechelle Jones, Director of Procurement and Auxillary Services

**Call to order:** A regular meeting of the Academic Council was held in the Janice Wyatt Conference Room on February 9, 2023. The meeting convened at 8:34 AM with Provost Novobilski presiding.

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Agenda	Motion to approve the agenda was made by Jeff Slagell and seconded by James Gerald. All in favor.	<b>Approved.</b>	
Approval of Minutes	Motion to approve the minutes of the January 26, 2023 meeting was made by Jeff Slagell and seconded by Vicki Bingham. All in favor.	<b>Approved.</b>	
<b>Guest Speakers:</b> Kelvin Davis & Bud Sorey	<p>Kelvin Davis and Bud Sorey were invited to Academic Council to discuss the First Day Complete program. Academic Council had received feedback from faculty and students regarding the program and wanted a clearer understanding of its process. To help inform others more about the FDC program, the bookstore plans to:</p> <ol style="list-style-type: none"> <li>1) Provide communication to students in Canvas as well as their Okramail accounts</li> <li>2) Move opt-out option to the forefront of communication with students</li> <li>3) Schedule a workshop in the Ford Center for Teaching and Learning to help faculty learn more about FDC and the book adoption process</li> <li>4) In-office, meet with other organizations that utilize FDC; discuss the capping of costs; and review the process on the number of books ordered</li> </ol> <p>Mr. Davis said he wants everyone to reach out to him with any questions or concerns they may have regarding the book process.</p>		
<b>Informational Item:</b>			
Cabinet Update	Dr. Leslie Griffin distributed a summary of Cabinet meeting notes via email prior to the meeting.		Leslie Griffin
Faculty Senate Update	Dr. Armstrong reported that Faculty Senate would be meeting today and Provost Novobilski would be attending to discuss the dates faculty are		Josh Armstrong

	expected to be on campus.		
Institutional Effectiveness and Planning	<p>Dr. Welsh mentioned that the Steering Committee would like input regarding the University’s mission/strategic plan, so she would like to attend any chair’s meetings that she can, so to please let her know when she can come to the meetings.</p> <p>Dr. Welsh also emphasized the importance of all employees having their Outlook Calendar up-to-date so that planning meetings would be less difficult.</p>		Josie Welsh
<b>Opportunities for Continuous Improvement:</b>			
<b>Action Items:</b>			
Curriculum Items	<p><b>Curriculum Action Request – BSE in Elementary Education.</b> Motion to approve changes to the general education requirements, including adding a STEM methods course, was made by Jeff Slagell and seconded by Vicki Bingham. 9-approved; 0-nay; 0-abstention. <b>Motion carried.</b></p> <p><b>Course Action Request – STM 401 Elementary Integrated STEM Teaching Methods.</b> Motion to approve adding STM 401 as a course was made by Jeff Slagell and seconded by James Gerald. 9-approved; 0-nay; 0-abstention. <b>Motion carried.</b></p>		Ellen Green
<b>Discussion:</b>			
Advisory Ad-Hoc Committee Report	<p>Christy Riddle presented the findings of the Academic Advising Ad-Hoc Committee after it conducted a comprehensive review of the University’s current undergraduate academic advising approaches to recommend strategies to help increase retention and graduation rates.</p> <p>The Academic Advising Ad-Hoc Committee collaborated with the Office of Institutional Research to create two surveys to gather information and found that students overall are satisfied with academic advising at DSU. However, faculty/professional academic advisors view additional room for improvement.</p> <p>Christy Riddle presented the committee’s short and long-term recommendations. Although there were multiple positives found in the survey results, there are additional opportunities to continue to strengthen campus efforts. The committee feels that the next step is to prioritize and create a timeline for implementing the recommendations. Doing so will enhance and strengthen the advising experience for DSU’s faculty/professional academic advisors and students.</p>		Christy Riddle
<b>Announcements:</b>			

<b>Adjourned:</b>	10:21 AM		
<b>Next Meeting:</b>	Thursday, February 26, 2023, @ 8:30 AM.		