

# ACADEMIC COUNCIL

## Minutes

April 14, 2022

**Present:** Andrew Novobilski, Vicki Bingham, Edwin Craft, Emily Dabney, James Gerald, Ellen Green, Leslie Griffin, Ouida McAfee, Beverly Moon, Billy Moore, Christy Riddle, Jeff Slagell, Andrew Wegmann

**Absent:**

**Guests:** John Alvarez, Interim Chair of Health, Physical Education & Recreation; Chrisa Mansell, Director of Institutional Research

**Call to order:** A regular meeting of the Academic Council was held in the Janice Wyatt Conference Room on April 14, 2022. The meeting convened at 8:32 AM with Provost Novobilski presiding.

**Announcements:**

- The last FCTL Brown Bag Luncheon for the semester will be held April 26<sup>th</sup>.
- The awards banquet for the College of Business and Aviation is scheduled for April 21<sup>st</sup> at 12 Noon.
- The awards banquet for the College of Arts and Sciences is scheduled for April 20<sup>th</sup> at 3 PM.

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Agenda	Motion to approve the agenda was made and seconded. All in favor.	<b>Approved.</b>	
Approval of Minutes	Motion to approve the minutes of the March 24, 2022 meeting with recommended edits was made and seconded. All in favor.	<b>Approved.</b>	
<b>Informational Item:</b>			
Cabinet Update	<p>Dr. Vicki Bingham provided the following updates from the most recent Cabinet meetings:</p> <ul style="list-style-type: none"> <li>• Facilities Management Update: Campus-wide roofing project has been delayed due to weather and contractors, but is projected to be finished by April 30th. SON expansion/renovation has started with the development of the new parking lot off of Oak street. Renovation of the parking lot behind Cain-Tatum/Fugler-Hammett residence hall should start soon with expected completion during the fall semester. The R&amp;R funds for this AY year were re-appropriated due to difficulties in getting contractors, etc., therefore, Foundation Hall will be able to receive renovations. The MDOT scope on the sidewalk project has been finalized which will update approximately 95% of the sidewalks on campus.</li> <li>• SGA Cabinet to President’s Cabinet: The SGA Cabinet had an opportunity to meet with the President’s Cabinet and share/discuss issues at the forefront of students’ minds – several questions were asked: What areas of the university work well? What areas of the university are not working well?</li> </ul>		Vicki Bingham

	<p>Are there any issues on campus that need the Cabinet’s immediate attention? What do the students want to see on campus?</p> <p>Thoughts and ideas shared were in regards to lack of scholarships and aid available to graduate students; student events; residence halls; positive customer service interactions; academics; housing policies; enhancing student experiences, etc.</p> <ul style="list-style-type: none"> <li>• Budget FY 23 Update: The IHL System did receive a 14% increase in State appropriations, so DSU projected to receive approximately 2.8 million; DSU set to receive approximately \$570,000 in Repair &amp; Renovation (R&amp;R) funds; DSU to receive earmarks of approximately \$2.4 million for Aviation Training Equipment (purchase of airplanes); DSU to receive funds (known as Bonds) around July 1 of approximately \$5.6 million. Recommendations for funding additional items in Phase I and Phase II priorities will be considered.</li> <li>• Family and Apartment Housing revised: Current policy was deleted and a new policy drafted and approved. This new policy would allow the university to offer mixed-use housing options for DSU students who are undergraduate upperclassmen, graduate students/assistants, or are married/single parent. Undergraduate upperclassmen must have a 2.5 GPA and graduate students must be in good standing with a 3.0 GPA.</li> <li>• FY23 Rate for Faculty-Staff Apartments: According to IHL policies, auxiliary units are required to be self-sufficient. Due to the increase in the upkeep of the Faculty and Staff apartments, a monthly rent increase was recommended and approved. The rent will increase by 3.1% or \$25 per month, for a total monthly rental rate of \$825.00.</li> <li>• 360° External Review of Hindrances to Student Success: Results revealed the following – <ul style="list-style-type: none"> <li>- Institutional strengths and opportunities: positive feelings and affection for Delta State; strong senses of belonging and family, and a prominent position for higher education in the Delta.</li> <li>- Institutional weaknesses and opportunities: enrollment crisis with no Enrollment Management Plan; limited use of statistical data in planning and decision making; insufficient training and accountability; and, no use of Student Affairs professional standards as a measure.</li> <li>- Overall recommendations were made to the Division of Student Affairs with individual recommendations to each department. The overall</li> </ul> </li> </ul>		
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	<p>recommendations were as follows: 1) create divisional documents such as a mission, vision, and guiding principles; 2) develop an evidence-based multi-year strategic plan for the Division of Student Affairs; 3) collaborate with the Division of Academic Affairs to develop a comprehensive Enrollment Management Plan; and 4) Collaborate with the Division of Academic Affairs to develop a robust First Year Seminar and Orientation program.</p> <ul style="list-style-type: none"> <li>• 2022-2023 Holiday Schedule: To be compliant with IHL’s policy of 15 paid holidays, the following holiday schedule was approved: Independence Day, Labor Day, two days for Thanksgiving, eight days for winter holiday, Martin Luther King Jr. Day, a spring holiday, and Memorial Day.</li> <li>• Staff Evaluations: The performance evaluation timeline will be: emailing of evaluation forms and guidelines on April 14<sup>th</sup> by HR; supervisors conducting evaluations from April 18-29<sup>th</sup>; Vice presidents’ review May 2 – 9<sup>th</sup>; all signed performance evaluations into HR by May 10<sup>th</sup>. Enrollment Update/Overview: <u>Undergraduate</u> (as same date each year) First Time Freshmen Admitted: Fall 2021 – 792                      Fall 2022 – 788  Transfer Students Admitted Fall 2021 – 222                      Fall 2022 – 165  Readmitted Students Fall 2021 – 9                              Fall 2022 – 13  <u>Graduate</u> Graduate Students Applied &amp; Admitted (as of same date each year) Fall 2021 – 171/90                      Fall 2022 – 209/110</li> <li>• Wayne Blansett Staff Development Day: Scheduled for Thursday, May 19<sup>th</sup> – will begin with breakfast/photo booth, then service awards for staff members/door prizes/service project drop-offs; workshop on leadership development; lunch by Mississippi Grounds; participation in annual softball game, as well as other activities: yoga, painting, ceramics, rock climbing. Staff have two options: 1) participate in Staff Development Day – offices may be closed if staff members are in attendance; 2) remain in the office – offices</li> </ul>		
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	<p>remain open.</p> <ul style="list-style-type: none"> <li>• Calendar Items: <ul style="list-style-type: none"> <li>- Division of Student Affairs Awards Ceremony, April 18<sup>th</sup>, 7:00pm, BPAC</li> <li>- Student Affairs “Takin Care of Business Day” April 19<sup>th</sup>, April 22<sup>nd</sup>, April 26<sup>th</sup></li> <li>- SGA’s Big Green Event, April 23<sup>rd</sup></li> <li>- Campus Forum, April 26<sup>th</sup> at 2:00pm, Jacob Conference Center</li> <li>- Spring Commencement, May 6<sup>th</sup> at 10:00am, Walter Sillers Coliseum</li> </ul> </li> </ul>		
Faculty Senate Update	<p>Dr. Andrew Wegmann provided updates from the most recent Faculty Senate meetings:</p> <ul style="list-style-type: none"> <li>- Faculty Senate held a supplemental meeting two weeks ago to vote on the resolution about recitation faculty hours.</li> <li>- Elections have been held.</li> <li>- President-elect being voted on at today’s meeting.</li> </ul>		Andrew Wegmann
<b>Action Items:</b>			
Distance Learning Fee	<p>Hybrid courses have previously been charged the Distance Learning fee. Motion to officially apply the Distance Learning fee to hybrid courses was made and seconded. 11-approved, 0-nay, 0-abstention. <b>Motion carried.</b></p>	<b>Approved.</b>	
Office Hours for Recitation Faculty	<p>Faculty Senate adopted a resolution on March 31, 2022 that stated:</p> <p>“The faculty of Delta State University, through the Faculty Senate, are asking that the classes or class time used for remediation count toward the faculty member’s office hours on a one-for-one basis.”</p> <p>And “Therefore, be it resolved that because of this increase in work load the faculty request this work count directly and equally toward their office hours as described by the Faculty Rights and Responsibilities policy.”</p> <p><b>Motion to approve the 1<sup>st</sup> reading of the resolution to allow recitation teaching hours to count as office hours was made and seconded.</b> 11-approved, 0-nay, 0-abstention. <b>Motion carried.</b></p> <p><b>Motion to waive a 2<sup>nd</sup> reading was made and seconded.</b> 11-approved, 0-nay, 0-abstention. <b>Motion carried.</b></p> <p><b>Motion to approve the resolution was made and seconded.</b> 11-approved, 0-nay, 0-abstention. <b>Motion carried.</b></p>	<b>Approved.</b>	
Curriculum Items	<ul style="list-style-type: none"> <li>- <b>Course Action Requests – PER 566 Strength and Conditioning Program Design; PER 602 Risk Management; PER 611 Current Trends and Literature in Physical Education; PER 670 Facilities Management; PER 680 Advanced Tests and Measurement in Physical Education – Motion to approve</b></li> </ul>		

	adding the cross-listing statement to the course description of these courses was made and seconded. 11-approved, 0-nay, 0-abstention. <b>Motion carried.</b>		
<b>Discussion:</b>			
Tenure/Promotion Meeting Dates	It was brought to the Provost's attention that dates for the tenure/promotion process need to be adhered to. The Director of the Ford Center for Teaching and Learning will work with faculty on their tenure and promotion packets moving forward. The Provost requested that Dr. Ouida McAfee create an ad hoc committee to review the technical needs for tenure portfolios and to provide a clearer understanding of this process and timeline to faculty.		
CLEP Scores for Awarding Credit	Registrar Emily Dabney discovered that the CLEP scores for which the University had been awarding credit are for the B-level credit recommendation, which means that students are being required to make a grade of B or higher to gain credit on a CLEP test, which is a higher grade than the University requires for our students in general education courses. The ACE Credit recommendations are that credit be awarded for a score of 50 for each CLEP exam. Per the CLEP website, this is a scaled score, equivalent to earning a C in the relevant course. The Registrar recommended with following the ACE recommendations for the C-level scores for awarding credit for CLEP. Motion to move discussion item to a voting item was made and seconded. 11-approved, 0-nay, 0-abstention. <b>Motion carried.</b> <b>Motion to approve changing the requirements for awarding CLEP credit to the ACE C-level scores was made and seconded. 10-approved, 1-nay, 0-abstention. Motion carried.</b>		
SACSCOC Update	Dr. Beverly Moon met with members of the Executive Committee (March 21 <sup>st</sup> ), the full EC (March 31 <sup>st</sup> ) and Cabinet (April 11 <sup>th</sup> ) to discuss the SACSCOC timeline and QEP process, and to discuss the Strategic Plan alignment with accreditation efforts. The Monitoring Report due April 1, 2022 was submitted, as were requests for deletions of wo programs (M.Ed. SPED, M.Ed. HPER) previously approved for deletion by AC.		
Commencement	Commencement will be held on Friday, May 6 <sup>th</sup> at 10:00 AM. Master students will be hooded and Deans will hand out diplomas to graduates of their college/school. There is hope that each student will receive 6 tickets for graduation, but that is not confirmed yet. Mississippi Grounds will cater the faculty/volunteer lunch.		
Coming Back from COVID	Provost Novobilski will be drafting a letter to be approved by Executive Committee that states what will be expected as we move forward from COVID.		
<b>Adjourned:</b>	10:31 AM		
<b>Next Meeting:</b>	Thursday, April 28, 2022 @ 8:30 AM		