

# ACADEMIC COUNCIL

## Minutes

**September 14, 2023**

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

**Absent:**

**Guests:** Jon Westfall, Associate Professor of Psychology; Eddie Lovin, Vice President of Student Affairs

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

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Agenda	Motion to approve the agenda was made by Chris Jurgenson and seconded by Ellen Green. All in favor.	<b>Approved.</b>	
Approval of Minutes	Motion to approve the minutes of the August 24, 2023, meeting with suggested edits was made by Vicki Bingham and seconded by James Gerald. All in favor.	<b>Approved.</b>	
<b>Guest Speakers: President Dan Ennis</b>	President Ennis spoke on the recent memorandum that was distributed on September 12 <sup>th</sup> regarding the Academic Productivity Review by IHL. Moving forward, the university's programs must remain productive, and academic units must actively pay attention to enrollment, including ways to help with enrollment and recruitment.		
<b>Informational Item:</b>			
Cabinet Update	Ellen Green provided updates from the most recent Cabinet meetings.		Ellen Green
Faculty Senate Update	<p>Faculty Senate will be meeting later today, but Chris Jurgenson provided the following updates:</p> <ul style="list-style-type: none"> <li>- Andrew Wegmann is leading the effort to update the faculty handbook.</li> <li>- AAUP Chapter has started with Josh Armstrong leading.</li> <li>- Faculty Senate has been discussing policy reviews and improved numbers for evaluations</li> <li>- Chris Jurgenson had a conversation earlier this week with Leslie Griffin regarding tenure and promotion departmental guidelines. After discussion with chairs, Faculty Senate will vote on this and bring it before Academic Council in a month. <ul style="list-style-type: none"> <li>▪ David Hebert, Joi Phillips, Merideth Van Namen and Ellen Green will work together to add a timeline to the tenure and promotion handbook and will bring back to AC for review.</li> </ul> </li> </ul>		Christopher Jurgenson
Institutional Effectiveness and	The SACSCOC report was submitted last week and should receive results on		Josie Welsh

Planning Update	November 1 <sup>st</sup> . There will be a milestone celebration at the President's home to show appreciation for everyone's SACSCOC efforts. The on-site visit is scheduled in April 2024 and it's never too soon to begin preparations.		
<b>Opportunities for Continuous Improvement:</b>			
<b>Action Items:</b>			
NEW BUSINESS: Academic Calendar	<p>A draft of the Academic Calendar with a later start date for fall 2024/spring 2025 was presented. The later start date benefits the university from a recruitment standpoint.</p> <p>A motion was made by Tomeka Harbin and seconded by James Gerald to temporarily suspend the official Calendar Rules to allow Emily Dabney and Eddie Lovin to revise the 2024-2025 calendar. <b>12-approved, 0-nay, 0-abstention. Motion carried.</b></p> <p>Once a draft of the calendar is complete, Emily Dabney will disseminate it electronically today to Academic Council for approval before being forwarded to Cabinet for approval. Chris Jurgenson will also share the draft at today's Faculty Senate meeting for feedback. Leslie Griffin plans to reach out to Haley Rook for input from SGA.</p> <p>The Calendar Rules will need to be updated and brought before Academic Council for approval at a future date. It was suggested that a calendar policy may need to be drafted before moving forward.</p>		
NEW BUSINESS: Distance Education Notification Requirements	<p>When a program goes online (more than 50%), SACSCOC must be notified.</p> <p>Josie Welsh also made a motion to keep the Distance Education Committee staffed as-is and extend their service by one year at the request of the members of the Distance Education Committee, which was seconded by Vicki Bingham. Distance Education Committee members have projects they would like to continue working on and completing before ending their service. <b>12-approved, 0-nay, 0-abstention. Motion carried.</b></p>	<b>Approved.</b>	Josie Welsh
OLD BUSINESS: Incomplete Wording on Faculty Rights & Responsibilities Policy	The Faculty Rights and Responsibilities policy had incomplete/cutoff sentences on the DSU policy website, as well as incomplete wording for the Academic Freedom policy, but this has been remedied.		Josie Welsh
Old Business: Faculty Engagement/Engaged Educator Awards	At the last Academic Council meeting, it was recommended that Faculty Senate President Chris Jurgenson invite either David Hebert or Edwin Craft to the next Faculty Senate meeting to discuss what faculty may find effective about the awards. Faculty Senate had not met since the last Academic Council		Josie Welsh

	meeting, but it will be discussed at today's FS meeting. Chris Jurgenson will share the feedback with Leslie Griffin and Hayley will share it electronically with Academic Council via email.		
<b>Discussion:</b>			
Revisit Committee on Committees	<p>Josie Welsh previously mentioned the need for a Committee on Committees at the Academic Affairs level that would standardize things like elections, terms, charters, and charges. Jon Westfall was invited to provide a great example of committee standards by discussing the formation of the University Curriculum Committee. Jon Westfall summed up that the UCC came about via policy, with Faculty Senate facilitating its initial membership/structure, and the committee moved forward from there to establish operating procedures in accordance with the guidelines in the policy.</p> <p>Leslie Griffin recommended forming a task force with representatives from Faculty Senate as well as three Academic Council representatives to look at committee structures and devise a protocol, as well as different tiers of committees based on function. The findings of the task force should be presented to Academic Council by the end of October with a full conclusion by the end of the fall semester.</p>		
Faculty Development Proposals	<p>Amid transitions, the Faculty Research Committee has not reviewed faculty development proposals yet, but their recommendations will come before Academic Council on September 28<sup>th</sup>. However, two faculty will be traveling before that date, so Leslie Griffin and Hayley Murrell pulled their proposals and awarded their proposals based on KJW funding requirements.</p> <p>All future travel authorization requests should be accompanied by the Travel Cost Worksheet.</p>		
Academic Council Meeting Time	Conversation was had about the regular meeting time for Academic Council. It was decided to leave the meeting times as the second and fourth Thursday of each month at 8:30 AM.		
Academic Units' Plans for Pig Pickin'	Pig Pickin' is scheduled for September 23 <sup>rd</sup> and Leslie Griffin emphasized the importance of faculty being present and engaged in activities.		
Provisional Certification Status	Josie Welsh shared that IHL was 75 days late submitting the financial aid annual audit to the United States Department of Education, which has put all eight of Mississippi's public institutions of higher education on a provisional certification status.		
<b>Announcements:</b>	<ul style="list-style-type: none"> <li>• Leslie Griffin expressed gratitude for the opportunity to serve in the Interim Provost role. Merideth Van Namen will now be serving in the role of Interim Dean of the College of Education and Human Sciences.</li> <li>• David Hebert shared that the FCTL will have the syllabus template in campus shells by October.</li> <li>• Dr. Garry Jennings will be giving a Constitution Day lecture at 3 PM in Jobe Hall today.</li> <li>• The 2<sup>nd</sup> Annual CAV Career Fair with industry leaders will be on Friday, September 22<sup>nd</sup> from 11 AM until 4 PM.</li> <li>• An AI Forum is scheduled for Tuesday, September 26<sup>th</sup> at 6 PM, location TBD.</li> </ul>		
<b>Adjourned:</b>	10:50 AM		
<b>Next Meeting:</b>	Thursday, September 28, 2023, @ 8:30 AM.		