

# ACADEMIC COUNCIL Minutes May 8th, 2025

**Present:** Leslie Griffin, Tomeka Harbin, Vicki Bingham, Fawn Ussery, Merideth Van Namen, Kristen Land, Tammy Prather

**Absent:** Edwin Craft, Peter Dean, Jeffrey Leffler

**Guests:** None

**Call to order:** The Academic Council met in the Janice Wyatt Conference Room on May 8th, 2025. The meeting convened at 8:30 AM, with Provost Leslie Griffin presiding.

Agenda item	Comments/Discussion	Action taken	Responsible party
<b>Approval of Agenda:</b>	The motion to approve the agenda was made by Dr. Vicki Bingham which was seconded by Dr. Merideth Van Namen. All were in favor.	<b>Approved</b>	<b>Leslie Griffin</b>
<b>Approval of Minutes:</b>	The motion to approve minutes for Thursday, April 24, 2025, was made by Dr. Vicki Bingham and seconded by Dr. Merideth Van Namen. All in favor.	<b>Approved</b>	<b>Leslie Griffin</b>
<b>Informational Items</b>			
<b>Provost's Updates</b>	<p><b><u>Provost, Dr. Leslie Griffin, provided the following updates:</u></b></p> <ul style="list-style-type: none"> <li>• Administration is waiting on final guidance from IHL before sending out anything concerning HB 1193. We will follow the counsel from IHL.</li> <li>• The Dean search for the College of Business and Aviation is ongoing. There have been three candidates interviewed.</li> <li>• Graduation is this Friday. Everyone has been working very hard in preparation.</li> <li>• The search for the Director of the Ford Center for Teaching and Learning continues. The plan is to elevate the position on campus. Currently, the center is without a director, so it is exploring ACUE course packages to help address</li> </ul>		<b>Leslie Griffin</b>

# ACADEMIC COUNCIL Minutes May 8th, 2025

	<p>its programming and professional development needs.</p> <ul style="list-style-type: none"> <li>The Center is also exploring programming that caters to various groups. This includes road trips as optional, but fun, opportunities.</li> </ul>		
<b>Action Items: New Business Policies and Forms</b>			
<b>Tenure and Promotion Proposals</b>	<p><b><u>First Reading of the updates to the Tenure and Promotion Handbook and Policy:</u></b></p> <p><b>A motion was made by Dr. Merideth Van Namen to conduct a first reading on the updates to the Tenure and Promotion Handbook and Policy, and was seconded by Dr. Tomeka Harbin. All in Favor.</b></p> <p>Discussion:</p> <p>Dr. Merideth Van Namen reported that the Tenure and Promotion Committee completed substantive revisions to the handbook aimed at improving its organization and clarity. These updates include expanded guidance on completing various sections. Policy changes were minimal, primarily limited to updates in dates, responsibilities, and language. For instance, the deadline by which department chairs notify candidates of their eligibility was moved forward by 15 days.</p> <p>The committee determined that the revisions were not extensive enough to cause concern for faculty members approaching review or to necessitate "grandfathering" under previous guidelines. For example, the syllabus requirement has been streamlined from two sections to one.</p> <p>Dr. Van Namen noted that the revised document has been reviewed and approved by the Faculty Senate. Dr. Griffin suggested that the documents may need to be reviewed by legal counsel to ensure compliance with applicable rights and regulations.</p> <p>Additional discussion focused on the need for clearer definitions of scholarship, service, and teaching. These clarifications will be incorporated into the rubric and presented during the second reading of the document.</p>	<b>Approved</b>	<b>Merideth Van Namen</b>

# ACADEMIC COUNCIL Minutes May 8th, 2025

	<ul style="list-style-type: none"> <li>Proposed actions include:                             <ul style="list-style-type: none"> <li>Bring the revised documents back for a second reading and vote at the next Academic Council meeting on May 21<sup>st</sup>. All in Favor</li> </ul> </li> </ul> <p>A motion was made by Dr. Merideth Van Namen to return with the documents at the next Academic Council meeting, and was seconded by Dr. Tomeka Harbin. All in Favor.</p>		
<b>Discussion</b>			
<b>Announcements:</b>	<ul style="list-style-type: none"> <li>The flexible summer hours have been approved and shared. Please ensure that it is communicated and posted on the webpages.</li> <li>Dr. Griffin emphasized that summer leave must be planned to ensure availability during essential planning periods. Email her and Kendra Whitehead so that it can be added to the calendar.</li> <li>Fawn Ussery announced that the library will be open over the summer and that the librarians will be available for all the students and faculty.</li> </ul>		
<b>Adjourned:</b>	10:15 a.m.		
<b>Next Meeting:</b>	May 21st, 2025, at 8:30 am in the Janice Wyatt Conference Room		