**MINUTES**

**January 23, 2014, 2:45-5:00**

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| **Present** | Beth Lofquist, Carol Burton, Lowell Davis, Susan Fouts, Dale Carpenter, James Zhang, Mimi Fenton, Brian Railsback, Robert Kehrberg, Richard Starnes, Darrell Parker |
| **Guests** | David Westling |
| **Recorder** | Anne Aldrich |

**ANNOUNCEMENTS**

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| **Inclement Weather (Beth)** | WCU is considered residential campus and the mindset continues to be that we don’t typically cancel classes (Asheville is a different story). However, to go to HHS Building, you have to commute taking the CatTran or your own car. CatTran was not running – when this is the situation, do we want to cancel classes until the tram can run? Doug will talk to his leadership group as to how they would manage this situation. Discussion ensued. |
| **WCU’s 125th Anniversary Celebration (Carol)** | Carol thanked everyone for their attendance at the kick-off celebration today. There were upwards of 600 in attendance and it was a very celebratory event. Two official events remain (August and December), as well as the 40th Anniversary of Mountain Heritage Day in September. |

**DISCUSSION**

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| **University Participant Program (David Westling)** | The University Participant program is in the 4th year of a federal grant; had grants in previous years. How do we sustain this program? David Westling, endowed professor of Special Education, presented a Power Point presentation.  The essence of the program is to provide post-secondary education for college students with intellectual disabilities. The Higher Education Opportunity Act provided money for 27 demonstration projects around the country, only one in North Carolina was funded-our program. It all started in 2007 when Dr. Westling was teaching a graduate seminar on the topic of inclusion – students questioned why we were not doing this at WCU. For their final exam, Dr. Westling asked students to write about how they would go about creating such a program. One of these graduate students, Kelly Kelley, then came to work to coordinate the program.  This program will be a request in the budget hearings. Dr. Westling wanted the deans to have a greater awareness of the program as we move forward making budgetary decisions. Please do not hesitate to contact Dr. Westling, should you have any follow up questions. |
| **Exit Surveys (Beth)** | GA is very interested in why faculty/employees leave the institution. In the interest of having to report data, we need to have some kind of simple formalized way to gather this information – this includes faculty and staff. Discussion ensued as to how best go about creating this process.  Is this an HR function? Could this be done online? Could this be collaborative between IT and HR? Beth will assign this to Brian Gastle. |
| **Report on Cancelled Classes for Thanksgiving Week (Beth)** | If classes are cancelled there should be a meaningful assignment provided to the students. Some of the reasons provided in this report were questionable. The next time the Chancellor asks for this information, he will likely want to know what meaningful assignment was given in lieu of the missed class. Conversations should be ongoing in the colleges. |
| **Campus Theme, 2014-15 (Carol/Richard)** | For the last few years, WCU has been undertaking a common intellectual theme – this year is the decade of the 1960s. We don’t have a process for choosing the theme; however Richard would like to propose a theme for next year. Richard’s leadership council has been seeking ways to celebrate interdisciplinary collaborations and suggested we focus on North Carolina - “North Carolina, Our State, Our Time.” This theme is clearly linked to the 2020 vision and could move to a following theme the next year on the region. This could be an opportunity to highlight some of the policy issues affecting NC and WCU.  Currently there is no process to choose a theme but generally it has come out of Undergraduate Studies. CFC has also suggested it come from a faculty task group. The earlier the theme is identified the better. This is a great time to launch something for next year. COD endorsed the topic presented. |
| **Fostering Student Success Training (Lowell Davis)** | Yesterday we received faculty senate approval to make some changes. We are branding “Finish in Four.” Lowell handed out materials and reviewed these materials with COD. Discussion ensued.  We have combined the Financial Aid Committee with the Academic Appeals Committee. Larry will gather some additional data, add it to the current data and redistribute to the council of deans regarding how the picture looks different with different statistics. We are expecting our retention rate to take a hit initially due to the new course completion rate requirement. We need to get as much of this information out to students, advisors, etc., as soon as possible in order to avoid a huge dive in our retention. NC Central lost 300-400 students after they implemented the 67% course completion requirement.  We think we will see the impact by spring 2015. We are going to publish this in parent newsletters, etc. This could be a prime agenda item for large student meetings, e.g., Advising Day. It only applies to undergraduate students. This will impact all students in the fall – current students start as zero – little impact on seniors. All UNC universities will have to comply beginning next fall, 2014.  There is a general appeals process – same for financial aid and academics – Trina Orr and David Goss. We may have students with 4.0s that are no longer in academic good standing because of the 67% rule – will not be defined on their record, it will just say academic probation. We are not putting academic warning on transcripts – it is a one semester lead warning. |