

**BOARD OF VISITORS**  
**Academic Affairs Committee Meeting**  
December 8, 2006

**MINUTES**

Ms. Judith L. Rosenblatt, Acting Chairperson, called the meeting to order at 8 a.m. Roll call indicated that the following Committee members were in attendance and that a quorum was present.

Committee Members Present:

Ms. Judith L. Rosenblatt, Acting Chairperson  
Mr. Stanley Green, Jr., Appointed Interim Member  
Mr. Wade W. Perry, Jr.

Other Board Members Present:

Mr. Jack Ezzell, Jr.  
Ms. Virginia M. Board  
Mr. Willie L. Brown  
Mr. Henry D. Light  
Mr. Donald W. Seale

Members of NSU Staff Present:

Dr. Carolyn W. Meyers, President  
Dr. Alvin J. Schexnider, Executive Vice President  
Dr. Adebisi O. Oladipupo, Vice President for Research & Technology  
Dr. Nuria Cuevas, Associate Vice President for Academic Affairs and Director for Institutional Effectiveness and Assessment  
Dr. Dorothy L. R. Jones, Associate Vice President for Academic Affairs  
Mrs. Terricita Sass, Associate Vice President for Enrollment Management and Executive Director of Institutional Research  
Ms. Pamela Boston, General Counsel and Special Assistant Attorney General  
Dr. Curtiss Wall, Professor, Department of Mathematics and President of Faculty Senate

Other Individuals Present:

Mr. Ronald Forehand, Sr. Asst. Attorney General

**1. CALL TO ORDER**

Ms. Judith L. Rosenblatt asked for the approval of the minutes from the October May 5, 2006 meeting. The minutes of the May 5, 2006, meeting were approved as distributed.

Ms. Rosenblatt informed the Committee that Dr. Cuevas, associate vice president for Academic Affairs, Curriculum Management, and director for Institutional Effectiveness and Assessment, and Dr. Jones, associate vice president for Academic Affairs, Budget and Personnel would be representing Dr. Barnes.

**2. DISCUSSION ITEMS**

- **Faculty Manual (Handbook).** Ms. Rosenblatt indicated the legal review had been completed for the *NSU 2007 Faculty Handbook*. However, there is the need for a general review by the President and Faculty Senate as well as some minor editorial and grammatical changes.
- **Institutional Performance Standards Approval Resolution/State Council Higher Education for Virginia Council (SCHEV).** Dr. Cuevas shared with the Committee Benchmarks and Targets Approved, Performance Review in 2008, Comments for NSU: Demonstrate achievement of student learning outcomes and increase student retention to 81 percent by 2014.

Mr. Light inquired about NSU methodologies for demonstrating achievement of student learning. Dr. Cuevas indicated that NSU uses a hybrid approach, a combination of paper and pen tests and performance-based demonstrations. She gave examples about how the Writing Competency, the Writing Exit Examination for graduation, and Oral Communication Competency, performance-based speech before a panel of juries, are used to demonstrate achievement of student learning outcomes.

**3. INFORMATION ITEMS**

Dr. Cuevas and Jones shared several updates for the Division of Academic Affairs:

- **SACS Update.** Information regarding the upcoming annual meeting, NSU's participation as a three-hour workshop presenter, and the timeline were presented. Committee members were asked to give special attention to the on-site review and decision dates.
  - The annual meeting is scheduled for December 9-12, 2006, in Orlando, Florida, at which Drs. Barnes, Cuevas and a group of administrators and faculty members will be conducting a three-hour workshop entitled: Curriculum Alignment for Student Achievement—Processes, Tools, and Outcomes.

## DRAFT

Mr. Green commended Barnes, Cuevas, Feit, Matveev, Okala, and Zapatero for being invited to conduct a three-hour workshop at the SACS Annual Meeting. He indicated this should help to solidify and reaffirm the caliber of faculty members and administrators here on staff at NSU.

- The Compliance Readiness Audit has been completed, and the invited SACS Staff Advisory visit is scheduled for April 24, 2007.

- SACS timeline:

▪ February 2007	Compliance Certification Draft Report due
▪ April 24, 2007	Invited SACS Staff Advisory Visit
▪ Summer 2007	QEP Final Draft
▪ September 2007	Compliance Certification Final Report due
▪ Fall 2007	Off-Site Review
▪ January 2008	Focused Report (if needed)
▪ February 2008	QEP due
▪ March 25-27, 2008	On-Site Review
▪ December 2008	SACS Decision

- **Ratio: Full-time Faculty to FTE students.** The full-time faculty to FTE student ratio increased from 16 to 17. The ratio for AY 2005-2006 is 1:17. The preliminary data show the ratio for Fall Semester 2006 to be consistent for AY 2005-2006.
- **Full-time vs. Part-time Faculty.** For AY 2005-2006, there were 279 full-time faculty members and 106 part-time faculty members. Since Fall Semester 2001, there has been a decrease of 10 percent in full-time teaching faculty and 34 percent in part-time teaching faculty. This decrease fluctuates based upon enrollment and program offerings. The preliminary data show the ratio for Fall Semester to be consistent with that for AY 2005-2006.
- **Library Director Position Update.** Mrs. Mickey Ann Garcia was appointed the Director of Lyman Beecher Brooks Library on October 16, 2006. She has a Master of Library Science and a Bachelor of Arts in Political Science.
- **Funeral Service Program Accreditation.** Although the Funeral Service Program is being discontinued at NSU, as previously discussed, it has received reaffirmation through 2013. Currently, there are 24 students enrolled in the program; these students will have until December 2007 to complete the program. NSU wrote a letter of support to American Board of Funeral Service for sponsorship of the program at Tidewater Community College (TCC).

Mr. Brown inquired about the status of personnel for that program. There are currently two faculty members in the program. It is hoped that TCC will acquire the personnel along with the program. Qualified faculty may be retained for other disciplines.

- **Commencement.** There are 582 students cleared to participate in the December Commencement. The speaker is Rear Admiral (Ret.) Barry Black, the elected 62nd Chaplain of U.S. Senate. He holds a Ph.D. in Psychology and a D.Min. degree, has served in Navy for 27 years, and received several personal decorations, to include the Navy Distinguished Service Medal, the Legion of Merit Medal, Defense Meritorious Service Medal, Navy and Marine Corps and Commendation Medals.

Ms. Board asked how the 582 number did compare with the number of participants in previous years. Both Dr. Cuevas and Ms. Sass indicated that this number is consistent with the number of participants for the December Commencement in previous years.

The May Commencement speaker is Mr. Edward Bullock, 71', who is the Vice President for Diversity at L'Oreal USA. He is the recipient of numerous awards including NAACP and Urban League Service Award, and the American Association for Affirmative Action Corporate Award and Career Development Service Awards from both Rutgers University and Seton Hall University.

- **Ph.D., Materials Science and Engineering.** Beginning Fall Semester 2007, the School of Science and Technology will offer a new doctoral program in materials science and engineering, which will be an interdisciplinary effort between the departments of Chemistry, Engineering, and Physics. The program was approved by SCHEV on September 14, 2006.

**Virginia Mathematics and Science Coalition (VMSC).** NSU is one of the five degree-granting partners for the Coalition. The VMSC launched a statewide Masters Program to enable K-12 teachers to receive credits from other institutions as part of their degree programs. The goal of this Coalition is to increase number of mathematics and science teachers and to improve mathematics and science education.

Dr. Wall shared with the Committee his involvement with the Coalition and the need to increase the number of mathematics and science teachers in the Commonwealth of Virginia.

- **Student Achievements.** Several students have been recognized for their outstanding achievements:
  - Houston-Louis Stokes Alliance for Minority Participants Research Conference, November 10-12, 2006, Houston, Texas award winners:
    - Oral Presentation Award Winners
      - First Place in Biology: George Khan
      - Second Place in Mathematics: Angelitta Britt
      - Second Place in Physics: Cassy Davison
      - Third Place in Chemistry: Mohammad Mayy
      -

- Poster Presentation Award Winners
  - First Place in Chemistry: Hindiya Mustafa
  - Second Place in Chemistry: Macie Wright
- SCHEV Student Advisory Committee Representative: Nicole N. May, Political Science major, was appointed to serve in 2006-2007 to advise SCHEV on system-wide issues related to Virginia's college students.
- **Faculty Senate Report.** Dr. Curtiss Wall, Professor of Mathematics and Faculty Senate President, indicated that he did not have a written report. However, he distributed three articles to the Committee for review :
  - “Shared Governance, Junior Faculty, and HBCUs, November-December 2006, [www.aaup.org](http://www.aaup.org)
  - “David Ward and the American Council on Education’s President to President,” Vol.7, No. 30, August 11, 2006
  - “No University Left Alone,” July-August 2006, [www.aaup.org](http://www.aaup.org)

He reiterated his appreciation to Dr. Meyers for her willingness to meet and listen to the concerns of the Faculty Senate.

4. On behalf of the Committee, Ms. Ronsenblatt thanked Dr. Wall for his comments and enthusiasm, especially regarding his role in the Virginia Mathematics and Science Coalition.

#### 5. **OTHER BUSINESS**

Ms. Rosenblatt queried the Committee for additional business. There was no additional business. The meeting adjourned at 9 a.m.

Respectfully submitted,

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Elsie M. Barnes, Vice President for  
Academic Affairs

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Judith L. Rosenblatt, Acting Chairperson