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**University Studies**  
**North Carolina A&T State University**  
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Full Committee Meeting May 4, 2005 Minutes

The University Studies (UNST) Committee met on Wednesday May 4, 2005 in the Library Classroom at 10:00 AM. The following were present: Robert Davis, Sanjiv Sarin, Scott Simkins, Shirley Bell, Jean Williams, DeRome Dunn, Mark Kiel, Walthea Cobitz, Shea Burns, Michael Roberto, Japhet Nkonge, Millicent Brown, Crystal Cody-Connor, Mary Wall, Rita Lamb, Carliss Jacobs, Kimberly Manley, Denise Iverson Payne, Peter Meyers, Nita Dewberry, John Kelly, Craig Rhodes, Trent Larson, Tracy Hanner, Lea Williams.

- I. Denise Iverson Payne presented an overview of the First Year Program at the University. Some important elements of the program are 150 peer counselors, campus life mentors, skills development workshops, living learning, and service learning. She further elaborated on the service learning component: all recognized student organizations are required to have a minimum of 20 hours of service per student per year that is monitored by the Dean of Students' office based on an honor system. She also mentioned that a service portfolio for each student is under development.
- II. Committee members had a number of comments and questions regarding service learning. Brown emphasized that service learning could include a variety of activities such as tutoring and health education in the community. Roberto recommended a systematic approach to service learning that includes partnerships with government agencies. Nkonge questioned whether there were liability issues. A subcommittee with representation from Student Affairs, TCSS, Honors, Nursing, Education and UNST committee will be created to address the following issues:
  - Definition of service learning
  - Procedure for enrolling and participating in service learning
  - Liability issues
  - Monitoring quantity and quality
  - Coordination among departments, administrative units
- III. The application material for the "Foundations of Excellence in the First Year" was shared with committee members. There was support for the idea of using the service learning as a common thread among the various first year programs on the campus (freshman advising, freshman colloquia/seminars, TCSS, Honors program, Student Affairs programs, learning communities, BEAMS, etc).
- IV. Davis reported that UNST curriculum package had been approved by the Faculty Senate Curriculum Committee on April 21, 2005 and then by the Full Faculty Senate at its meeting on April 26, 2005.
- V. Simkins reminded everyone to attend the workshop on cooperative learning (Barbara Millis, presenter) during May 11-12, 2005. He also informed the committee members that a small group of faculty members will be visiting Appalachian State University during May 15-20, 2005 to participate in an intensive hands-on workshop for developing interdisciplinary courses for the UNST program.
- VI. Sarin is working with Simkins and the administration offices to process the paperwork for stipends for faculty selected to develop UNST courses in summer.
- VII. Brown questioned whether a large number of students would not be able to pass the freshman competency tests. Iverson Payne estimated that 17% students fail the current MATH assessment. Davis will invite Wilbur Smith (MATH Department Chair) to follow up on this matter.
- VIII. Renee Martin (ITT) is setting up a teleconference with the Banner company consultants to prepare the system for automatic monitoring of students in terms of their compliance with UNST requirements, identification of each student's selected theme and the student's progress within the

theme. VC Harrigan will attend the committee's meeting after his staff has completed some development work.

- IX. The UNST presentation at the FUTURES Retreat on April 29, 2005 went well with a number of people (Davis, Sarin, Lamb, Roberto, Bililign, Simkins and Lea were co-presenters).

The meeting adjourned at 11:25 AM.

Recorded by:

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