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**University Studies**  
**North Carolina A&T State University**  
[www.ncat.edu/~univstud](http://www.ncat.edu/~univstud)

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Full Committee Meeting Aug 17, 2005 Minutes

The University Studies (UNST) Committee met on Wednesday Aug 17, 2005 in the Library Classroom at 10:00 AM. The following attended the meeting:

<b>Last</b>	<b>First</b>	<b>Affiliation</b>
Bell	Shirley	English
Brewington	Janice	Academic Affairs
Brown	Millicent	History
Davis	Robert	Sociology and Social Work
Dewberry	Nita	Arts and Sciences
Dunn	DeRome	Mechanical and Chemical Engineering
Graham	Tony	Construction Management
Graves	Joseph	University Studies
Howard	Perry	Natural Resources and Environmental Design
Kelly	John	Electrical and Chemical Engineering
Lamb	Rita	Center for Student Success
Larson	Trent	Education
Lundregan	Carol	Nursing
Meyers	Peter	Honors Program
Nkonge	Japhet	Business Administration
Rhodes	Craig	Graphic Communication and Technological Studies
Roberto	Michael	History
Sarin	Sanjiv	Engineering
Simkins	Scott	Academy of Teaching and Learning
Wall	Mary	Nursing
Williams	Lea	Academic Affairs
Williams	Jean	Library

- I. Davis welcomed all and asked everyone to introduce themselves. He especially noted Janice Brewington's return and the arrival of Dr. Joseph Graves, the new Dean of University Studies.
- II. Dean Graves presented his vision for UNST. His remarks are summarized below:
  - He encouraged the UNST committee to serve in an advisory role to the UNST Dean
  - Dr. Graves believes in full discussion of issues and consensus building. He will reserve the right to make executive decisions, if needed
  - He is working on hiring faculty members to support UNST program. He is looking for scholars who are active in research but also have a commitment to UG studies. He is confident that, with our leading status in general education, we will be able to recruit excellent faculty members. He will be meeting with all school/college deans to find out about interdisciplinary work and potential collaborations with UNST
  - Dr. Graves is working on a strategic plan for hiring UNST faculty. He promoted the theme of health disparities that would bring together an interdisciplinary group of physical, life and social scientists to submit NIH proposals, etc. He would like to go from a non-entity to a force in the area of health disparities in five years

- He is interested in organizing the UNST faculty, both adjunct and tenure track that will result in first year students being exposed to the best teachers and scholars
  - He recommended the use of the software “Turn it in” for assessing writing assignments and suggested we try it on a pilot scale in Spring 2006 in writing intensive courses
  - He is working to implement a UNST lecture series, with one lecture every month.
  - He plans to attend UNST committee meetings and would like to also attend meetings of committees focused on individual courses and theme areas
  - Finally, he recommended that the first UNST faculty member to be hired, Dr. James Crawford, be added to the UNST committee and e-mail distribution list
- III. Davis shared a protocol for certifying theme-based courses. There was some discussion about the number of UNST goals that would be covered in each course. Meyers recommended smaller class sizes if all four goals, especially communication skills will be covered in every course. Graves proposed that “at least two out of four goals” be covered in each course. This was agreed by all. Brown added that each theme-based course be offered at least once in an academic year. The protocol form proposed by Davis will be amended to include the above amendments.
- IV. Simkins noted the need to develop online versions of both Foundation and Thematic courses during the 2005-2006 academic year. The university offers fully online degree programs and will need to provide a full complement of University Studies courses to support these programs beginning in fall, 2006. Simkins will work with Dean Graves to further explore options for development of these courses.
- V. A tentative list of existing courses under the four theme categories was shared. These courses will need to be approved by the Roundtable and then added to the new UNST courses developed last semester. The combined set of courses will be included in the next curriculum revision package to be submitted to the Senate in September. Brown pointed out that HIST 334 has been renumbered to HIST 336.
- VI. The next item on the agenda was a discussion of the protocol for verifying volunteer service requirements. The Executive Committee will meet next Wednesday with the Volunteer Service sub-committee to craft an initial protocol. This will be presented to the full UNST committee meeting at its next meeting.
- VII. The committee next considered the Freshman Competency requirements and procedure. The Senate Committee on Educational Policy has not yet forwarded the proposed procedure to the full senate for a vote. A lingering question is whether a student, who fails a competency test and takes the recommended preparatory course, will be required to re-take the competency test. It was recommended that the term “Freshman Competency Tests” be replaced by “Freshman Placement Tests” to better describe the purpose of the tests. With that change, there would be no need to re-take the proficiency tests.
- VIII. Simkins summarized the work of the faculty who developed UNST courses during the summer and the poster sessions/presentations that occurred at the end of summer. He informed committee members that the poster sessions/presentations will be repeated on September 7.

The meeting adjourned at 11:25 AM.

Recorded by:  
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