

Prairie View A&M University
Prairie View, Texas 77446

UNIVERSITY ACADEMIC COUNCIL MEETING

Thursday, February, 19, 2015
John B. Coleman Library, Room 508
3:00 pm

Those Present

Dr. Arshad Alam
Dr. Tamara Brown
Mr. Don Byars
Ms. Melissa DeWitt – G
Ms. Deborah Dungey
Dr. Walle Engedayehu
Dr. Li Lin
Ms. Tina Montgomery – G
Ms. Tracey Moore
Ms. Jamiscia Nunn
Dr. James Palmer
Dr. Sarina Phillips
Dr. Ikhlas Sabouni
Dr. Kitty Warsame
Dr. Philisie Washington - TTVN

Those Absent

Dr. Douglas Butler - A
Dr. E'Loria Campbell - A
Dr. Myrna Cintron - EA
Dr. Ali Fares - A
Dr. Felecia Nave - EO
Dr. Kay Norman - A
Dr. Desirae Price - A
Dr. James Wilson - EO
Dr. Yanggao Yang - EA

The University Academic Council (UAC) was convened at approximately 3:05 p.m. on Thursday, February 19, 2015, with Dr. Sarina Phillips, Associate Provost for Academic Affairs, presiding. The location of this meeting was in the John B. Coleman Library, Room 508. Dr. Phillips welcomed all members and guests that were present and officially called the meeting to order.

AGENDA ITEMS DISCUSSED

- I.** Dr. Phillips asked that everyone introduce themselves and she also asked that whenever someone speaks they state their name for accuracy in the recording the minutes.
- II.** The Minutes from the 2/5/15 UAC meeting will be approved at the 3/5/15 meeting.
- III. Task force Assignments**

Taskforce assignments were made for the following items:

- The College of Juvenile Justice and Psychology proposal for the addition of PSCY 4411, PSYC 4413, and PSYC 4913 was assigned to taskforce # 4 with a report date of April 2, 2015.
- A request for a recommendation on the transfer admission GPA requirement was assigned to taskforce #2 with a report date of April 2, 2015.
- A request for a recommendation on the Double Major and Dual Degree Policy was assigned to taskforce #5 with a report date of April 2, 2015.
- A request for a recommendation for a nontraditional grades policy (i.e. Credit by Exam, CLEP, etc.) was assigned to taskforce #1 with a report date of May 7, 2015 and this could be pushed back to 2015-2016.

IV. New Business

- Dr. Phillips shared with the council that the deadline for curriculum and non-curriculum items with a desired implementation date of fall 2015 is March 13, 2015. Dr. Phillips has sent emails out to the Deans and Department Heads with requests for curriculum and non-curriculum items and notified them of the deadlines. Graduate Council will also be honoring the same deadline. Dr. Phillips also shared deadlines for external approvals and said that at this point the earliest BOR meeting that anything that requires external approval will be able to be on the agenda is September 2015.
- Dr. Phillips also shared that the PVAMU program inventory at the Coordinating Board is currently a mess and she is going to be doing a major revision to clean up the program inventory and do it from the top down, where she will create the document and then it will be sent through the approval process and she is going to get this done for the September BOR meeting.
- Dr. Moore shared that the digital media arts department is working to clean up their course inventory and asked should they wait until Dr. Phillips completes her cleanup of the program inventory. Dr. Phillips stated that they are two different things, the department should be cleaning up the course inventory and Dr. Phillips is cleaning up the program inventory.
- Dr. Phillips asked the council if they believed that the council should meet on Thursday, March 19, 2015, because it is during spring break or should the meeting be rescheduled for the week after or canceled altogether. Dr. Brown asked about the implementation of the work. Is the question, should we move it or totally skip it. Ms. Tracy Moore moved that the March 19th meeting be moved to March 26th if necessary and it was seconded. **The motion carried unanimously.**
- Dr. Brown asked about documentation that is needed for curriculum changes. If a department is posing changes to courses, is the same paperwork required that is required for a new course. Dr. Phillips shared that she has not been able to find anything that documents what documentation is necessary for courses and non-substantive proposals. And asked is there something. The group shared no there is not, it has just been a practice. The group began to discuss how significant should the change be that requires all of the documentation for a new course. The committee

asked that Dr. Phillips come up with a recommendation for documentation that is required and present it to the UAC.

- Dr. Brown asked what the deadline is for proposing a new degree. Dr. Phillips shared how the entire process works and shared that departments should be doing curriculum planning late spring, summer and early fall and should really be done by January if it is to go into effect.
- Dr. Sabouni asked if we could consider allowing courses that are taught at the undergraduate and graduate level. Dr. Phillips asked that she send her that as a request for the UAC to work on. Dr. Phillips explained that they are called stacked courses and this could save on small classes.

V. Old Business

- The UAC website will have the new bylaws soon.
- Dr. Phillips sent updated taskforce assignments via email
- Dr. Phillips shared that Dr. Li Lin will be attending as an alternate for Dr. Yang this semester.
- Dr. Engedayehu asked Dr. Phillips to elaborate on the definition of “credit hour”. Dr. Phillips shared that PV needed to refer to the SACSCOC definition and ensure that our definition was consistent with that of SACSCOC, it could be the same, but did not have to be.
- Dr. Phillips shared that the discussion about the full year admission application was not supposed to be assigned to a taskforce, but was just point of discussion.
- Dr. Phillips said that the co-chair is supposed to be from Enrollment Management and the council needs to vote on Ms. Dungey continuing as co-chair. Dr. Engedayehu moved that Ms. Dungey continue as the co-chair and Dr. Warsame seconded. **The motion passed unanimously.**
- Dr. Phillips and Melissa DeWitt are going to work on getting additional information on the UAC website and Dr. Phillips has requested a share drive the UAC that will be put in the share drive and try to put something on the UAC website, to tell you how to get to the share drive. Each member can then print out the documents if they want them or make notes and bring them. We will have a laptop and projector during the meetings to have the documents up during the meeting.

VI. Adjournment

- There being no further business, the chair adjourned the meeting at 3:58 p.m.