

Minutes **TO POST**

DEANS COUNCIL

Wednesday, March 20th- 3:00 p.m.

President's Conference Room - Blackwell

PRESENT: John Omachonu (Chair), Rick Cary, Marc Mullinax, Marie Nicholson, Scott Pearson, Cathy Franklin-Griffin, Cathy Adkins, Jim Brown, Donna Parsons, Bev Robertson, and Phyllis Smith.

1. Approval of Minutes - *Approved*
2. Dean's Updates
 - a. Donna Parsons
 - i. Program closures in Professional Programs
 1. Talking to Audrey about official MHU process to close programs as there isn't a formal process in place
 2. Agreed that closures need to be brought to DC and Curric. Comm. for approval
 3. As well as a letter of notification to SACS
 4. Scott – who initiates closure?
 - a. Department head/dean
 5. Rick – needs to talk to Donna reg. program closure and how this will effect FA
 - ii. Development of MAT
 1. Master of Arts in Teaching
 2. Gives students the same mid/secondary license
 3. With MAT, will need to pass Praxis II, this is where advising is important to make sure relevant classes are taken
 - b. Marie Nicholson
 - i. Posted midterm grades before SB
 - ii. Had conversation with Marc and John for grades that weren't posted
 1. A little less than 500 indiv. Grades were not posted
 - iii. Will pass on to Deans "list of shame" students w/no posted grades by prof
 - iv. Reminder – policy is that ALL undergraduate sections (including AMUs) are to post midterm grades
 - v. John – bring concerns to Chairs Council as well to help regulate faculty who are noncompliant
 - c. Cathy Adkins
 - i. Follow up on discussion regarding traditional students taking AGS courses
 - ii. Have been emailing Jim and Marie (scan attached of proposal)
 - iii. Planning to include doc. w/narrative
 - iv. Reminder – this does not include intentionally blended courses (ie. Business)
 1. Cathy will review footnotes for discussion and language and bring back to DC
 - v. Scott – application form to take AGS classes would be beneficial
 1. *Written request* by advisors
3. Faculty Chair Update – Marc Mullinax
 - a. 31% graduation rate is troubling
 - i. Like all to encourage voluntary program reviews – require internships in field, closer career advising
 - ii. Rural Life Heritage Museum would like to sponsor the history of some of our programs here at MHU (around 4 programs at a time)
 - iii. Scott – would like to look into data, find indicators why rate is so low

1. Officially sanctioned by John to commence research
4. Provost Office Updates – John Omachonu
 - a. Would like to end meeting on a good note:
 - i. Bev
 1. Tuesday, March 26th, Creative and Scholarly Achievements Celebration taking place in the Ramsey Center from 3-5pm
 - ii. Phyllis
 1. Along with Marc and Danielle, Phyllis met with Jennie to bring discuss and create a maternity leave program for Faculty/Staff
 - iii. Donna
 1. Roger Slagle – creating professional development series, funds going to scholarships business majors
5. Adjourn – Next meeting is Wednesday, April 3rd at 3pm in the President’s Conference Room.

~~DRAFT~~

To: Members of Deans Council
From: Cathy Adkins, with input from Marie Nicholson and Jim Brown
Date: March 20, 2019
Re: Initial (and incomplete) suggestions for traditional-to-AGS enrollment policy

For Reference: Privileges of Adult Studies Students

As an Adult Studies student, one class may be taken on campus during the day each semester at the AGS tuition rate if the student is taking at least one AGS class. For more than one day class per semester, tuition will be charged at the traditional part-time rate.

(Mars Hill University Adult and Graduate Studies Student Handbook 2018-2019, p. 11)

DRAFT of suggested policy for traditional enrollment in AGS courses¹

Traditional ²residential undergraduate students who have completed a minimum of 60 college credit hours ^{and (3.0)} may take _____², providing that seats are available.³ Exceptions to this policy include (a) upper-level major courses that are intentionally designed for blended populations of traditional and AGS students, and (b) extenuating circumstances⁴ that preclude enrolling in comparable courses offered through the traditional program (e.g. schedule conflicts between required courses). Students who are claiming extenuating circumstances must provide written documentation⁵ that thoroughly explains the situation, is reviewed and signed by the student's advisor, and submitted for review by the Registrar, Dean of AGS, and Dean of General Studies.⁶

¹ Question/issue: Should the policy be applicable only to General Studies courses?

² Suggested options include:

- one (1) AGS course
- one (1) AGS course each semester

³ Questions/issues: Should there be any distinction between face-to-face and online AGS courses? Should we use language that specifically identifies the policy as applying to all AGS courses, regardless of delivery method/platform? Until there is a definitive campus policy for online courses, would including such language complicate, rather than clarify, the issue?

⁴ Question/issue: Should the "exceptions" be available to only juniors/seniors or to all students, regardless of classification? Are there any student populations who should be given preferential treatment (e.g., student-athletes, NUR majors)?

⁵ Written documentation would (arguably, hopefully) increase the initial oversight by advisors and, therefore, decrease the number of requests made for questionable reasons. It is possible that department/program chairs could play an important role at this point in the process.

⁶ The review process needs to be clarified and consistent, depending upon the particulars of the policy.

Memo

To: Donna Parsons, Dean, Professional Programs
From: Dr. Jessica Van Cleave, Education
cc: Dr. Susan Stigall, Chair of Education; Program Coordinators
Date: March 13, 2019
Re: Revise Program Offerings/Discontinue Programs

As per the Director of Institutional Effectiveness & Assessment, the Education Department is submitting this memo to inform you all of the following program changes:

Due to continued low enrollment across several of the education programs, the Education Department has elected to discontinue the following:

- Art Education
- ESL Education
- Middle Grades ELA
- Middle Grades Math
- Middle Grades Science
- Middle Grades Social Studies
- Secondary ELA
- Secondary Math
- Secondary Science
- Secondary Social Studies
- Spanish Education (K-12)

Beginning in Spring 2020, we will no longer accept new majors at the traditional or AGS undergraduate levels in any of these programs. However, we are committed to teaching all existing students through the rest of their programs. Our teach out plan for the above programs is to continue to follow the course rotation and/or offer courses on an as-needed basis until all admitted students have exited the programs. All catalog language referencing the above programs will be removed for the 2019-2020 course catalog.

Remaining education programs would not be impacted. The Math Department, English Department, History Department, Science Department, and Foreign Language Program would no longer be responsible for coordinating and offering/staffing the methods classes associated with these programs.

The rationale for these changes, in addition to the continued low enrollment, includes the many changes the NC general assembly has made to requirements for teacher education programs as well as a desire to more effectively use our faculty resources to reduce the need for overloads and adjuncts. Moreover, valid and reliable program assessment for institutional effectiveness and accreditation is not possible with such low-enrolled programs. That is, we cannot make data-based program changes and show continuous improvement without adequate enrollment numbers to evaluate our programs.

We hope that the economic and political climate of the state will change over the next several years, resulting in more students seeking out teaching as a profession, but in the current climate, these programs are an inefficient use of our resources.