



North Carolina Agricultural and Technical State University
Division of Academic Affairs

Provost's Chairs Retreat

Wednesday, June 3, 2009

8:00 a.m. - 2:00 p.m.

Gateway Research Center, North Campus
Greensboro, North Carolina

Notes

Present: A. Ahmidouch, S. Benton, J. Bravo de Rueda, R. Cobb, J. Cole, A. Erwin, F. Fatehi, T. Ford, T. Foxx, R. Gagnon, B. Grier, S. Hamoush, J. Henry, G. Highsmith-Quick, L. Jackai, A. Kelkar, D. Kuila, T. Larson, D. Leflore, B. McEwen, S. Moseley, K. Murray, R. Noble, T. Porter, E. Ragins, H. Regis, G. Robinson, S. Sarin, K. Schimmel, P. Shelton, J. Shen, M. Smith, P. Stanfield, A. Thompson, L. Uitenham, M. Wagner, L. Williams, A. Yeboah

"Retention, Graduation and Advising: It Takes a Village" – *Tracey D. Ford*, Director, Center for Academic Excellence

- Distributed the retention and graduation rates for each department and other materials.
- Presented Academic Standing Report that detailed the academic standing, grade point averages and credit hours earned and attempted for all undergraduates.
- Facilitated question and answer segment on retention and graduation.
- Discussed Project 2011-12: Advising Toward 80/28/50. Provided information on GA mandated graduation and retention goals for 2011-12. 80% first-year retention; 28% four-year graduation; 50% six-year graduation.
- Presented TARS-M (Track, Advise, Refer, Support, Monitor) retention model.
- Administered Chair's Survey to determine respective challenges, barriers and needs of successfully implementing TARS-M or other retention models in their departments.

SACS Quality Enhancement Plan: "Critical Connections" – *Vincent Childress*, Chair, QEP Committee & *George Stone*, QEP Committee Member

- Reviewed the outcome of data collection and input sessions that led to the selection of QEP focus on analytical skills, oral communication skills, critical thinking, writing, and reading (see attached PowerPoint).
- Emphasized the importance of Chairs and the faculty continuing to be meaningfully involved in the development of the QEP.

Greetings – *Alton Thompson*, Interim Provost and Vice Chancellor for Academic Affairs

- Discussed Chancellor-elect Martin's priorities for the 2009-2010 academic year: (1) SACS, and (2) Strategic Planning. Our motto "Excellence will be our minimum standard."
- Used the concept of action analytics, "the need for measuring performance and then moving beyond evidence/reporting to action," to talk about thinking analytically, improving retention and graduation rates, improving administrative processes and procedures, such as promotion and tenure. (Read about action analytics at the EDUCAUSE site at www.educause.edu.)
- Reminded us that students are the most important factor in our focus on learning, discovery, and engagement
- Stated that budget cuts will not be across the board given the centrality of the academic enterprise to the University

"Dear Chancellor Martin: A Message to the Chancellor" – Chairs

Academics

1. Examine the commitment to the FUTURES interdisciplinary focus
2. Clarify the University's role in the Joint School of Nanoscience and Nanoengineering
3. Review the student course evaluation process

Policies

4. Review and align the teaching loads at A&T with those of other research intensive universities, i.e., UNCG, UNC-Charlotte
5. Follow established policies, i.e., admission, graduation, etc., with fewer exceptions
6. Make sure written policies, procedures and regulations have exact details to ensure efficiency in processing paperwork and to avoid time-consuming repetition of effort:
 - a. Implement and follow the written policies
 - b. Review faculty governance policies
 - c. Develop work flow systems for tracking paperwork
7. Define the tenure and promotion policies for interdisciplinary programs
8. Publish the performance appraisal policies for Deans and Chairs
9. Review and align A&T faculty salaries with those of other UNC System institutions

Professional Development

10. Develop an orientation and leadership development program for new Chairs
11. Provide support services to facilitate faculty academic research (e.g., help with data analysis, etc.)
12. Increase tenure track positions
13. Support the professional development of Chairs and Assistant Chairs

Student Outcomes

14. Improve students' writing skills
15. Focus more attention on the professional development of students
16. Reenergize the Aggie Compact

Systems (Administrative & Operational)

17. Integrate recruitment and admissions efforts with academic units, along with the necessary funding
18. Increase the efficiency and effectiveness of the following units:
 - a. Admissions
 - b. DoIT
 - c. Facilities
 - d. Human Resources

- e. Purchasing
- f. Registrar
- g. Sponsored Programs (i.e., grants administration)

Work Environment/Campus Climate

19. Increase the security monitoring of facilities
20. Provide more parking and eliminate freshman on-campus parking
21. Improve the civility of interactions among the University constituents (student to student, faculty to student, faculty to faculty, staff to staff, etc.)
22. Eliminate the searching of bags and purses for faculty and staff to enter Bluford Library (use the Aggie One card as ID)
23. Show appropriate respect for the faculty (administrative leaders)

Other Issues - Chairs

- Discussed the salary adjustment policy when Chairs transition back into the classroom in faculty positions. The policy states:

"An EPA non-faculty employee who is employed at will and holds a concurrent tenured faculty appointment may assume the rights and responsibilities of that faculty appointment in the home department after voluntary or involuntary removal from an administrative appointment, unless a proceeding is initiated to discharge or demote the employee from the faculty position. At the discretion of the Chancellor and after consultation with the Provost and/or dean as appropriate, the employee may be granted a paid leave of up to one year in order to prepare for the faculty responsibilities. Absent an agreement to the contrary, the salary will not change during the paid leave. Any administrative stipend paid during the administrative appointment must be removed once the employee assumes the duties and responsibilities of the faculty position. The employee's new salary must be adjusted to a 9-month or 12-month faculty salary that is commensurate with the salaries of comparable faculty members."

See the Human Resources link at the A&T homepage under Frequently Visited Pages, NC A&T Personnel Policies, Section II, General Employment Provisions, Employment Policies for EPA Non-Faculty, B. Retreat to a Faculty Position, p. 5 (http://facultypages.ncat.edu/hr/Documents/New%20HR%20Policies/PDF/NCAT_EMPLOYMENT_POLICIES_FOR_EPA_NON-FACULTY.pdf)

Action Items

- Disseminate "Dear Chancellor Martin" notes to Chairs for review and comment (LEW)
- Submit notes to the Provost to share with Chancellor Martin (LEW)