

**WINSTON-SALEM STATE UNIVERSITY**  
**Office of the Provost**  
**Academic Affairs Division**

**MEETING MINUTES**

**Academic Affairs Committee of the Board of Trustees**

**June 8, 2017**

Board members present: Karen McNeil-Miller, Kelvin Farmer, Scott Wierman, Charles Wright, William Harris, Dr. Brenda Allen, ex-officio. A quorum was present.

University staff and students present:Carolynn Berry, Elaine Collins-Brown, Jaime Hunt, Joel Lee, Notis Pagiavlas, Elwood Robinson, Lee Stackhouse, Kathy Stitts, Peggy Valentine, Tonia Walker, and Letitia Wall.

1. Karen McNeil-Miller called the meeting to order at 11:55 a.m.
2. Letitia Wall completed the roll call. A quorum was present.
3. Kelvin Farmer motioned and Scott Wierman seconded to approve the revised agenda. The motion was approved.
4. William Harris motioned and Mr. Farmer seconded the motion to approve the minutes from the March 16, 2017 meeting. The motion was approved.
5. Dr. McNeil-Miller stated that this meeting would be her last meeting as the chair of the Academic Affairs Committee and her last committee meeting as she would be completing her term on the WSSU Board of Trustees. She shared her appreciation to everyone on the committee and was thankful for the ability to serve the university and its students. She also congratulated Dr. Brenda Allen for her appointment as President of Lincoln University (PA). She congratulated Drs. Lynn Berry and Kathy Stitts for their interim appointments in academic leadership for the next academic year.
6. After discussion, Charles Wright motioned and Dr. Harris seconded the motion recommending approval of policies for the full board consent agenda. Discussed policies were:

Revised undergraduate Admissions  
Revised Graduate Thesis and Dissertation  
Revised Graduate Council By-Laws  
Revised Faculty Senate Constitution  
Revised Administrative Withdrawal

Revised Good Academic Standing and Satisfactory Academic Progress  
Revised Registration  
Revised Athletic Drug Education, Test, and Deterrence Program  
New Admissions Background Check

7. Introduction and Report of the Faculty Senate Chair: Dr. Lee Stackhouse, Professor in the Department of Biological Sciences was introduced as the newly elected chairperson of the WSSU Faculty Senate. The committee welcomed Dr. Stackhouse and expressed continued support for the work of the senate in its role as governance body for the faculty. Dr. Stackhouse shared his goal of continued faculty engagement and setting goals for the senate. His priorities will be sending out a campus culture survey, revision of the key governance documents and developing a strategic action plan with the executive committee.

8. Report of the Provost and Vice Chancellor for Academic Affairs: Dr. Allen presented her final report to the academic affairs committee. She shared her appreciation for the board members on this committee over the past eight years and the support of this committee that was needed to advance a very ambitious and challenging set of strategic objectives. She expressed thanks for the committee's interest and inquisitive (and sometimes challenging) views about WSSU and higher education during her tenure as Provost and Vice Chancellor for Academic Affairs. She used this last presentation to share what she saw as key priorities for academic affairs and the university moving forward this next year as key leadership roles are recruited and filled. Those key areas are continued work on the curriculum, engagement with the faculty, strengthening the co-curricular opportunities in a more cohesive manner, and continued discussions around aligning institutional structures to achieve functional synergy. Maintaining focus on these areas would keep the institution moving forward towards achieving its strategic goals.
9. Mr. Wierman motioned and Dr. Harris seconded the motion to adjourn the meeting. The motion was approved. The meeting adjourned at 1:44 p.m.

Respectfully submitted: Letitia C Wall