Agenda
Academic Affairs and Student Life Committee
December 10, 2004

**Academic Affairs**

Approval of Minutes from September 24, 2004 Meeting

Conferral of Degrees (Action)

Update of Activities
   A. Resource Allocations
   B. Arts & Sciences Dean Search
   C. Integrated Planning Initiatives

Introduction of Jeffery Elwell, Dean, College of Fine Arts & Communication

Service Learning - Report (Rita Gonsalves, Jason Denius)

**Student Life**

Update on Mendenhall Student Center/Ledonia Wright Cultural Center – Report

Technology Safety Conference – November 18, 2004 – Information

Associated Collegiate Press Winners
Minutes of the
Meeting of the Academic Affairs and Student Life Committee
East Carolina University Board of Trustees
September 24, 2004

Attending: Steve Ballard, William H. Bodenhamer Jr., David Brody, Robert O. Hill Jr.,
Michael W. Kelly, Dan V. Kinlaw, J. Fielding Miller, Garrie Moore, Shannon L.
O'Donnell, E. David Redwine, Stephen D. Showfety, James L. Smith, James R. Talton
Jr., and Margaret C. Ward

Absent: Robert J. Greczyn Jr. and Willie C. Martin

The following is a summary of the items discussed and the actions agreed on at the
Academic Affairs and Student Life Committee meeting held from 9:25 until 10:00 a.m.
on September 24, 2004, in Mendenhall Student Center:

Mrs. Ward called the meeting to order and said that she is looking forward to more
interaction with the Deans this year.

Dr. Moore gave an update on campus security measures. He said that security
cameras and random ID checks in the residence halls are in place and that his team is
working with the ECU police department to establish residence hall patrols. Dr. Moore
said that the evaluation of nighttime campus lighting is an ongoing process and that he
will report on needed enhancements at the December meeting of the Trustees.

Dr. Moore said that his division is meeting with other university divisions and groups,
including Academic Affairs, Health Sciences, the Parents’ Council, and the Faculty
Senate, to find ways to better collaborate. He said that his division also is looking to
add student services to West Campus.

Dr. Moore reported that the residence halls are 95% occupied and that the fall move-in
was successful. He noted that in addition to the Student Life team, Chancellor Ballard,
members of the faculty, and the Parents’ Council were involved in making the move-in
run smoothly.

Ms. O’Donnell noted that the SGA is preparing a report on campus safety. This report
will include changes already made and those that are still needed. The report will be
available by the end of October.

Dr. Smith announced that Dr. Jeffrey Elwell has been named Dean of the College of
Fine Arts and Communication and will join ECU on or before October 15.
Dr. Smith noted today’s issue of the *Chronicle of Higher Education* which includes a feature on researchers from the University’s Maritime Studies program who are searching for the remains of the Navy's first submarine, the USS Alligator. Dr. Smith said that Dr. Tim Runyan, director of the program, will give a presentation at the December meeting of the Trustees.

Dr. Smith noted the revised Academic Affairs organizational structure document, included as a handout. He said that the staff has been functionally reorganized under Drs. Henry Peel, Elmer Poe, and Rita Reaves. Dr. Smith said that collaborative team reports will be distributed to the Trustees.

Dr. Smith noted that headcount has increased by approximately 1000 students; the majority of this growth is in distance education. Because of this DE growth, the University will have $7 million in new faculty positions to distribute to the Deans this fall.

Dr. Smith announced that faculty and non-teaching EPA will receive an average raise of 4.5%, retroactive to July 1, 2004. SPA staff will receive raises in the amount of 2.5% or $1000 (whichever is greater).

Dr. Smith introduced Dr. Henry Peel, Senior Associate Vice Chancellor for Academic Affairs, and Mr. Don Joyner, Assistant Vice Chancellor for Academic Services, who gave a presentation on the University’s new professional advising model. Dr. Peel said that advising is a student retention issue and that the new system helps the University to maintain its “small school” atmosphere while experiencing rapid growth. Mr. Joyner said that students need professional advising, which includes advice on taking the right courses as well as student development. He said that advisors are trained to keep ECU’s small-school feel and to know what it’s like to be a student. There are seven advising centers on campus to provide advising through the sophomore year. Services are provided for at-risk students as well as to meet the developmental needs of all students. The goal of the advising centers is to be a one-stop information and referral source for students. Mr. Joyner noted three publications from his office: a brochure describing all academic departments on campus, a list of required courses for students who plan to apply to medical school, and a quick-reference guide for University offices and services. The quick-reference guide was sent to every ECU employee, and copies will be sent to parents of all freshman students next month. Mr. Bodenhamer asked if this information has been put on a CD. Mr. Joyner said that though the information is not on a CD, it is available online. Mr. Bodenhamer thanked Dr. Peel and Mr. Joyner for their presentation. Mr. Talton complimented them on their presentation. Dr. Peel thanked the Trustees for their support. Mrs. Ward said that the advising system will help student retention rates and asked if the advising center is working with student athletes. Dr. Peel said that the two groups are working and training together and sharing resources to capitalize on their strengths.
Mr. Redwine asked if the occupancy rates in the residence halls are a cause for concern. Dr. Moore said that some residence halls are off-line and that an occupancy rate of less than 100% provides desirable “swing space” to accommodate the special needs of students.

Mr. Talton asked if the balance of in-state and out-of-state students is at an appropriate level. Dr. Robert Thompson said that it is.

The Trustees approved the minutes of the July 2004 meeting.

Respectfully submitted,

Carla L. Jones
Proposed Motion to be Offered by
Academic Affairs and Student Life Committee
Board of Trustees Meeting
December 10, 2004

Conferral of Degrees

I move that the candidates for degrees, as approved by the Faculty Senate, be authorized for conferral on Saturday, December 11, 2004, at the annual Fall commencement.
BOARD OF TRUSTEES REPORT

Introduction
Founded in 1990 as the Student Volunteer Program by Health Education professor Judy Baker, the program grew quickly, expanded its scope of services and became known as the Volunteer and Service-Learning Center. The Center’s objective is to fulfill the university’s motto of “To Serve” by involving students in meaningful volunteer and service-learning activities that address unmet community needs and enhance the college experience. The Center places students at its community partner agencies, which represent the nonprofit, governmental, educational and human service sectors. Our ultimate hope is that we instill a desire in our students to make life-long commitments to service and civic responsibility.

Mission
The mission of the Volunteer and Service-Learning Center is to offer curricular and co-curricular opportunities for service. Through academic service-learning, we seek to connect coursework with community service to strengthen communities and to develop leadership in students. In addition to academic service-learning, we also offer service in a variety of areas such as health education, mentoring, tutoring, housing, and community development. We believe that commitment to public service is critical for the future of eastern North Carolina.

Staff
• Rita Gonsalves, Assistant Vice Chancellor for Service-Learning
• Jason Denius, Interim Director
• Shawn Moore, Volunteer Coordinator
• Jessica Gagne, North Carolina Campus Compact *VISTA

The Volunteer and Service Learning Center is in Academic Affairs and reports to Dr. Rita Reaves, Associate Vice Chancellor for Academic Programs.

2003—2004 Statistics
• 8,000 volunteers
• 125 agencies
• 96,000 hours of service
• 12 hours of service per student, per year
• Volunteer hours X minimum wage = $494,400 (impact on local and state economy)
• 25 service-learning courses

Service-Learning
• 25 service-learning courses per semester
• The Honors program requires service learning for Honors students and ECU scholars
• Health Education, Communication, English, Recreation and Leisure Studies, Social Work, Sociology, Honors, Geography, Teacher Education, Child Development and Family Relations, and Allied Health offer service learning courses
• Examples of service-learning projects include students creating PowerPoint presentations, videos, public service announcements and brochures, planning fundraisers, writing grants, tutoring and mentoring at-risk youth, working with senior citizens, and developing recreational programs for children with autism or other special needs.

Special Programs

Service Fellows: This program recognizes ECU's most committed volunteers. Service Fellows are required to complete 250 volunteer hours, maintain at least a 2.8 GPA, and present a service portfolio before graduating. Service Fellows can get a special stamp on their transcripts.

Pirate Plunge: The Pirate Plunge is a volunteer project coordinated and facilitated by the Volunteer and Service-Learning Center staff. One Saturday each month, ECU students are encouraged to plunge into service to their community.

Diversity Week: Diversity is celebrated through a week of events including a campus day of service. As a part of this year's festivities, the Volunteer and Service-Learning Center is co-sponsoring a cultural carnival where children from the community will enjoy games and activities from around the world.

Jail-n-Bail: This fundraising project sells warrants to students, faculty and staff for the arrest of their friends, professors, and co-workers. The jailbirds are asked to post bail at the closing celebration - a live concert. The Child Life Program at PCMH was the beneficiary of the event this year.

MLK Day Challenge: In honor of the late Dr. Martin Luther King, Jr., and his commitment to bringing diverse people together through service, students are encouraged to volunteer at local nonprofit organizations on this holiday.

Service Trips: Weekend, weeklong, or summer volunteer excursions are available. Stay in state, travel the country, or go international while serving community needs.
We are currently in the Discovery phase to review the existing structures and plan the renovation and expansion of Mendenhall Student Center and the Ledonia Wright Cultural Center. We have hired the Freelon Group, architects based in Research Triangle Park, North Carolina, to lead this project. The consulting or Discovery phase will cost approximately $300,000. Ms. Gina Shoemaker in ECU Facilities Services is the project manager.

A Kick Off Meeting was held on September 23 with the Freelon Group, Dr. Garrie Moore, and other staff members to discuss the process to move this project forward. This meeting resulted in establishing a draft time table. A final projected time table will be established after the Discovery phase is complete. The draft time table is as follows:

- Discovery Phase: approximately 6 months, ending March 2005
- Construction Documents: approximately 6-12 months, ending March 2006
- Construction: approximate completion 2006/2007

On October 12th and 13th, the Freelon Group conducted interviews to gain knowledge of important issues pertaining to Mendenhall and the Ledonia Wright Cultural Center. Students, faculty, staff and the Ledonia Wright Cultural Center Board were interviewed. The Ledonia Wright Cultural Center will remain a free standing Cultural Center. The exact location is yet to be determined, with several options presented that will be close to Mendenhall.

Total project cost will be determined at a later date, however, the entire project is expected to cost between $25 and $30 million. Funding is expected to be from bonds and repaid from student fees.
CONFERENCE BRIEF

NAME OF CONFERENCE: ECU Conference on Campus Safety

Date and Location: November 18, 2004, East Carolina University Murphy Center, Greenville, North Carolina

Sponsors: ECU Center for Wireless and Mobile Computing; the Office of the Vice Chancellor of University Life, and the Office of the Associate Vice Chancellor of Academic Outreach.

Registration details: There is no cost to participate. Registration is accomplished online. See URL below. Information on housing, parking and maps will be provided within five days of registration.

https://www.options.ecu.edu/conferences/campus_register.htm

Description of Conference: The conference will be held in the ECU Murphy Center, from 8:30-5 on November 18th. A Panel Discussion will enable participants to discuss security issues from the perspective of various North Carolina campuses and local communities. Invited participants will represent academia, law enforcement, government, and business. Lunch will be provided. Research conducted by the ECU Center for Wireless and Mobile Computing will provide a foundation for review of personal alert systems for transmitting calls for help to Police in a variety of end-use environments. Information will be shared from users in many different end use academic and community environments.

The conference will enable participants to share ideas, study different types of personal alert systems first hand, and talk privately with vendors and colleagues from the campus and public sector. Participants will share information from their own perspectives, representing police and security, information technology, student government, academic administration, government, hospitals, retirement facilities, community response agencies, and many others.

Results from the conference will be provided to the UNC System Task Force on the Safety of the Campus Community established by President Molly Broad in a memorandum to the UNC Board of Governors (June 8, 2004).

For further Information, contact:

Dr. Barry DuVall, 252-328-2430
duvallj@mail.ecu.edu
Associated Collegiate Press Winners:

At the Associated Collegiate Press competition this year there were a total of 273 entries.

Expressions #1 Best of Show for Magazines: Features-Special Audience

The Rebel #1 Best of Show for Magazines: Literary

The student editors are:

Expressions: Michael Ashby

Rebel: Jason Alexander