



## **Academic Affairs Committee Minutes**

April 29, 2024

Alabama Center for the Arts, Room 3M

Present: Cathy Dickens, Dagon Bond-Turner, Russ Johnson, Bridgette Walker, Steve Wang, Derek Newland, Morgan Stanford, Lee Vartanian, Molly Myhan (Recorder)

Absent: Bill Dunnavant, Toni Bailey Christi Blaylock

Guests: Missy Ming Smith, Dave Ragsdale, Troy Adair, Katie Holm, Toni Carter, Lynn Frank, Belinda Krigel, Mike McCoy, Keith Ferguson, Chris Latham, Kevin Kelleher, Jessica Spowart, Jennifer Bunnell, Jackie Gooch, Pam Clark, Brandy Conway, Katia Maxwell, Financial Aid, Bethany Jackson, Elmer Ragnus

- I. Meeting called to order by Dr. Vartanian – 1:00 p.m.
- II. Roll Call
- III. Approval of Minutes (February 9, 2024)  
Minutes were approved with no changes
- IV. New Business
  - Overview of ACA and academic programs within
    - Facility Information
      - Dr. Ragsdale led a tour of the two ACA buildings.
      - Jennifer Bunnell, Director of ACA, brought greetings and directed all to the updated ACA website.
      - Dr Ragsdale gave an overview of the ACA and its purpose. It's a facility, where artists, faculty and students work in collaboration all of the time. The ACA provides a conservatory Education at a Public-School Price.
      - The Music and Dance Building (rehearsal) is to break ground in Summer of 2025.
      - The new Residence Hall, which is to open in Fall of 2024, will accommodate 68 students.

- Academic Programs
  - Bachelor of Arts in Art Education
  - Bachelor of Fine Arts
  - Master of Fine Arts
    - 1<sup>st</sup> terminal degree at Athens State University, 60 credit hours
    - 10 students currently enrolled
  - Bachelor of Fine Arts - Theatre
- Proposal of new academic program – BA in Music Industry Studies (also to be housed within the ACA)
  - Calhoun Community College has a dynamic program. Athens State is offering a program, which will allow students to complete their degree.
  - Dr. Kevin Kelleher is authoring the degree, and will fill instructor positions with adjunct faculty

## V. Informational Items

- Strategies for course scheduling
  - Dr. Vartanian shared a wealth of information regarding the management of enrollment, through Academic Affairs, with course scheduling.
  - The Department Chair's core responsibility is scheduling classes and finding faculty (full and part-time) to teach those classes. They take the following into considering when planning the schedule for a term:
    - programmatic requirements
    - enrollment trends
    - faculty expertise
    - student interest
  - Department chairs monitor low enrollment courses by:
    - Cancelling
    - cross-listing with another course
    - converting to a Directed Study.
    - Faculty receive the Directed Study rate of pay (Graduate: \$57 per student per credit hour/Undergraduate: \$50 per student per credit hour)
- Discussion of policies that promote healthy academic programs
  - [Program Review Policy](#)
    - Purpose:
      - Identify strengths and weaknesses
      - Assure effective and efficient use of resources
      - Assure academic quality
    - Goals
      - Examine ways of maximizing existing resources
      - Increase efficiency while maintaining academic quality

- [New Program Development](#)
  - Purpose:  
Outline the new program development and approval process and provide an approximate timetable that enables the development process to unfold and ensure that necessary resources (human, capital, fiscal) are in place when the program is launched.
  - Program Array Committee (PAC)
    - Appointed by the President, with membership to include representatives from each College, as well as the Deans, Library, Business Office, ATLIS, Marketing, Office of Admissions and Office of Records.
    - Reviews viability of existing programs and monitors post-implementation requirements

VI. Other Business

VII. Adjournment (Dr. Vartanian): 2:48 pm