

WILLIAM CAREY UNIVERSITY
FACULTY ASSEMBLY MINUTES
August 21, 2009

Dr. Garry Breland, Presiding
108 Members Present

Dr. Breland thanked everyone for their attendance at faculty assembly and opened with prayer.

Minutes from April 17, 2009 Faculty Assembly were presented. Motion was made by Allison Chestnut to accept minutes. Jeff Andrews seconded motion. Minutes were unanimously approved.

Emerson Toledo reported the expected fall enrollment of International students as 70 from 22 countries. He emphasized the importance of making this successful for not only WCU but for the students as well. He asked that faculty members who have any of the International students in their classes to please make sure they are receiving what they need. There is help available if it is needed.

Dr. Caldwell updated faculty about SACS progress. The report is almost complete and to be presented electronically on September 10th.

Dr. Breland presented an explanation of QEP. The title is "Mission Possible: Critical Reading for Academic Success." The QEP Committee has determined that critical reading will be the focus to be done in four phases over the next 5 years. Critical reading is defined as active reading, analytical reading, evaluative reading, and reflective reading. The phases will be 1) Determine Baseline Measures 2) Faculty Development & Training 3) Apply Best Practices in Use of Reading to Class Instruction 4) work to Promote Critical Reading Beyond the Classroom.

The 2009-10 Institutional Plan was presented by Dr. Crockett. Several of the strategies have been changed. Every department must evaluate at least one strategy. Janet Williams made a motion to accept recommendation and proposal of 2009-10 Institutional Plan. Mark Nicovich seconded motion.

Dr. King thanked committee (Dr. Caldwell, Dr. Dale, and Dr. Crockett) for their work on SACS. Then he spoke about the following:

- Financial status – MBC report indicated income did not meet budget last month (first month since Katrina), and the trend is disturbing. When that money is down, our money is down. He explained the operating budget and the difference between the use of

unrestricted and restricted funds. He mentioned that just because building projects are underway does not mean the general fund has any extra cash.

- Our new MBS is successful, with 19 students enrolled.
- There will be no salary adjustments right now; we are trying to keep full insurance coverage. We are only one of two private schools in the state that pay full medical coverage for employees.
- Dr. King asked that each department look for ways to “trim” spending and conserve energy.
- We will try to give a bonus paid in two payments, one on December 1st and the other in May (he said this is not a promise but is our intention).
- There will be no new capital building projects this year (we will continue current ones)
- Tatum Court – AC is going out and must be refurbished.

The meeting was adjourned after announcing department meetings.

The Graduate Assembly did not meet.

William Carey University

Faculty Assembly

August 20, 2009

1:00 p.m.

- | | |
|------------------------------------|---------------------|
| 1. Welcome -- Scripture and Prayer | Dr. Garry Breland |
| 2. Approval of Minutes | |
| 3. President's Remarks | Dr. Tommy King |
| 4. International Student Update | Mr. Emerson Toledo |
| 5. SACS Reaffirmation | |
| a. Compliance Report | Dr. Daniel Caldwell |
| b. QEP | Dr. Garry Breland |
| 6. 2009-2010 Institutional Plan | Dr. Bennie Crockett |

1:30 p.m. School/Department Meetings TBA

(Note: No Graduate Faculty Assembly is scheduled for today.)

WILLIAM CAREY UNIVERSITY
FACULTY ASSEMBLY MINUTES
April 17, 2009

Dr. Garry Breland, Presiding
78 Members Present

Dr. Breland opened meeting with a reading of Psalm 145: 1-9 and prayer.

Minutes from October 24, 2008 Faculty Assembly meeting and *virtual* Faculty Assembly meeting of January 30, 2009 were presented. Motion was made to accept minutes by Bennie Crockett. Nadine James seconded motion. Minutes were unanimously approved.

Dr. King encouraged everyone to attend homecoming festivities. He commended the New Orleans School of Nursing for their complete approval by State Board of Nursing and a 100% passage rate for their nursing students. Dr. King said our enrollment numbers are now up to pre-Katrina. He commended Iris Easterling on the Art Museum.

Dr. Hummel spoke to everyone about the “Pressing Forward” campaign, thanking them for their participation. We are in the “silent-phase” right now of the campaign. The totals are as follows:

- 76% participation (185 out of 244)
- \$173,035 given/pledged toward campaign to date
- \$10,000,000 over the next three years has been pledged toward the campaign

Dr. King said that through the month of March the Mississippi Baptist Convention is ahead of budget. We obtain funding of 2.3-2.6 million a year from the Mississippi Baptist Convention so this is good news for us. WCU is doing everything possible to be able to continue to pay employee insurance benefits. There will be no capital projects next year. Everything depends on enrollment. Finally, he thanked everyone for their dedication and commitment to the task here.

Dr. Rauch presented two proposals from the Undergraduate Curriculum Committee:

- 1) Winters School of Music (see attachment)
- 2) Department of Mathematics (see attachment)

Proposals do not need motions. Faculty voted and unanimously approved proposals.

Dr. Morris spoke about redesign in teacher education. WCU has submitted a 100-page report. It has been called the “model program of teacher education in the state.”

Dr. Breland gave an update on preparations for the upcoming SACS reaffirmation. A Quality Enhancement Plan (QEP), written by Dr. Jeannie Lockley, will be presented to QEP Committee next week for review and further input.

A sample of the Compliance Certification will be submitted to Dr. Joseph Silver, our liaison at SACS next month.

Registrar Gayle Knight presented the names (attached) of graduates for May 2009. There are 658 graduates. Bob Ellis made a motion to approve graduates. Mark Malone seconded motion. Unanimously approved.

Jeff Andrews spoke about on-line registration and degree audit. Degree audit manages students to stay on track. Students will still have to register in person for courses out of the prescribed sequence or program of study. Audits for Business and Nursing are nearing completion. Education will be next. A training program is needed to prepare faculty and Administrative Assistants on the advising and registration process. Jeff also said that faculty are not utilizing CAMS in the advising process. It is a wonderful tool for accessing student data.

Jeff next spoke about the telephone system at WCU. We do not have enough phone numbers to support the new D.O. school and will need to purchase a new phone system. The one being considered would link all campuses with only 4-digit dialing numbers.

Dr. Breland welcomed announcements:

- Dr. Nadine James welcomed Felicia Browning as a new nursing instructor.
- Ms. Iris Easterling said the new Sarah Ellen Gillespie Museum of Art is now open and encouraged everyone to visit.
- Dr. Malone invited everyone to attend the musical Joseph and the Amazing Technicolor Dreamcoat.
- Tim Matheny invited everyone to attend the upcoming play Ajax.

Dr. Breland defined “academic advising”(a handout will be provided) and thanked everyone for all the work they do in “quality” advising.

The meeting was adjourned.

Minutes taken by Tammy Dossett.

WILLIAM CAREY UNIVERSITY

INSTITUTIONAL PLAN, 2009-2010

Mission Statement

The mission of William Carey University is to provide quality liberal arts and professional education programs within a caring Christian academic community. The individual student is encouraged to develop his or her highest potential in scholarship, leadership, and service. The university collaborates with churches, organizations, and individuals to affirm its Baptist heritage and namesake—William Carey.

GOAL 1	GOAL 2	GOAL 3	GOAL 4	GOAL 5	GOAL 6
Provide academic programs to promote student learning	Promote Christian development and social responsibility	Strengthen ties with Baptist churches, associations, and conventions	Provide an environment that supports student learning	Strengthen organizational and operational effectiveness	Strengthen financial resources
STRATEGIES	STRATEGIES	STRATEGIES	STRATEGIES	STRATEGIES	STRATEGIES
1.1 Utilize the assessment of student learning to improve academic programs	2.1 Provide Christian mission opportunities	3.1 Disseminate resource and informational materials to Baptist ministers and entities	4.1 Enhance campus security through perimeter fencing, campus lighting, and building and campus access	5.1 Maintain accountability in budget process	6.1 Conduct the annual giving campaign
1.2 Provide qualified faculty	2.2 Provide service opportunities	3.2 Provide learning opportunities for Baptist ministers	4.2 Upgrade University facilities	5.2 Continually improve and revise as needed the organizational structure	6.2 Increase the University endowment corpus
1.3 Provide and facilitate the use of instructional technology and learning resources in the library and across the University.	2.3 Provide opportunities for Christian growth	3.3 Prepare future church and denominational leaders	4.3 Enhance student retention	5.3 Document Institutional Effectiveness programs annually	6.3 Increase grant writing activities
1.4 Utilize the Center for the Study of the Life and Work of William Carey to promote student learning	2.4 Provide leadership development opportunities		4.4 Enhance recreational and residential education programs	5.4 Maintain the communication and information technology plan	6.4 Seek external funding for the continued development of the University
1.5 Complete all activities in preparation for SACS-COC reaffirmation, including the QEP, the Compliance Certificate, and the On-site Review.			4.5 Promote student organizations	5.5 Continue exploration of Green Campus operations	6.5 Continue the campaign for the College of Osteopathic Medicine construction and operation
1.6 Identify and implement new academic programs that support the mission of the University			4.6 Complete phase one construction of the College of Osteopathic Medicine facility		
			4.7 Complete construction of the Black Box Theatre		

Institutional Effectiveness and Planning

Annual Institutional Effectiveness Cycle 2009-2010

<i>Month</i>	<i>Activity</i>	<i>Responsibility*</i>
July	<ul style="list-style-type: none"> Review and revise Institutional Plan 	IE, Planning, and Development Committee, President and Board of Trustees
August	<ul style="list-style-type: none"> Review and revise Institutional Plan Distribute 2008-2009 budget information 	IE, Planning, and Development Committee, President and Board of Trustees Budget office
September	<ul style="list-style-type: none"> Review, revise, or delete previous year's assessment Develop and distribute new objectives and assessment criteria Pending budget revision, faculty and staff raises will be decided 	Academic/Administrative/Educational Support Units All Departmental Units, Academic and Administrative President and VPAA
October	<ul style="list-style-type: none"> Review assessment plans 	Institutional Effectiveness; Administration
November	<ul style="list-style-type: none"> Initiate curriculum revisions 	Academic Departments
January	<ul style="list-style-type: none"> Vote on curriculum changes 	Faculty Assembly; Graduate Committee
February	<ul style="list-style-type: none"> Prepare budget information and budget instructions Distribute budget information and instructions Revise catalogs 	Administration Chief Financial Officer and Budget Director Academic Affairs; Deans; Administrators
March	<ul style="list-style-type: none"> Receive preliminary budget requests Issue letters to faculty who are not being renewed for 2009-2010 	All budget units President and VPAA
April	<ul style="list-style-type: none"> Draft of preliminary budget, 2009-2010 Vote on curriculum changes 	Administration Faculty Assembly; Graduate Committee
May	<ul style="list-style-type: none"> Present budget for 2009-2010 	Administration; Board of Trustees
June	<ul style="list-style-type: none"> Complete and distribute information for assessment 	Institutional Research

* Institutional Research supports any or all activities listed on this chart, including graduating students' *Exit Interview*, the *Graduate Follow-Up Report*, students' *Evaluation of Faculty*, the *Fact Book*, etc.

WILLIAM CAREY UNIVERSITY

Faculty Assembly

August 20, 2009

Sign-in Sheet

Ashley Krel
 Rebecca M Jordan
 Joseph Brooker
 Edwin M. Williams II
 Brenda Waldrop
 Shalynn Meade
 Jan Collier
 Wes Cameron
 Gene Hinters
 Karin Sears
 Patrick Brady
 Wier Hand
 Cheryl Spivey
 [Signature]
 David Brookway
 [Signature]
 [Signature]
 Sherry Smith
 Julie Marshall
 Vicki Crowley
 Maureen Cook
 [Signature]
 Lynn Chou
 Ben Waddle

Jennette Gimmager MEd, Ed
 Billy J. Brown
 Brenda B. Thomas
 Nykela Jackson
 Glenna Burdett
 Laurie May

WILLIAM CAREY UNIVERSITY

Faculty Assembly

August 20, 2009

Sign-in Sheet

Mary B. Gilbert

John B. Hill

Debra Sterring

Allen Elder

Thomas Rice

Jarvis Williams

Gary E. Hulwell

Jonathan Brooke

Mark Weaver

Tommy Rauch

Christina

Melinda Winstead

Paula

Steve Easterday

Dr. Gary

Kelly

Harold Keen

Jim Colman

Jimmy McCoy

Sandall K. Harris

Jim Myers

Bobly Nalls

Les Stevens

Joan

Carol

Mary

John

John Bailey

Jennifer Fallett

Shirley Fought

Sue

Sue Freeman

Eddie Lerner

Paula

Kelly Ward

James

Michael

Taboryn

Claudia

Dr. Nadia T. James

Diane Chapman

Beverland

Richard

Nancy

Blair

Sharon

Cherise

WILLIAM CAREY UNIVERSITY

Faculty Assembly

August 20, 2009

Sign-in Sheet

Daniel C Browning

Ronny J...

Kathleen Mitchell

Patricia Brown

Deborah...

Jane Hornsby

Phyllis Amelberg

Connie D. Ross

Rebecca Chatham

Felicia Browning

Lorey...

Mark Hughes

Paul Cottrell

Janet Williams

Jeannie Lohley

Susan Whitcomb

Allison Dawning