

TO: Faculty Senate  
From: Brian Bates – Chair of Academic Affairs Committee  
Date: April 22, 2011  
Re: Annual Report

The Academic Affairs dealt with the following issues this academic year:

1. The Academic Affairs Committee held a retreat for department chairs on the issue of promotion and tenure procedures. Emphasis was placed on the tenure process and how to make the process be more evenly applied across campus. We also examined ways to write effective annual review letters for tenure-track faculty members.
2. Exploration of Expanding the AAC Membership – This year we invited assistant and associate deans, admissions office, program directors, student success representatives and expanded athletics representation on AAC on an exploratory basis. The full list of positions is:
  - a. Dean of Admissions – Bob Chonko
  - b. Assistant Dean, Cook-Cole College of Arts & Sciences – Joanna Baker
  - c. Assistant Dean, Cook-Cole College of Arts & Sciences – Assessment – Ed Kinman
  - d. Assistant Dean, College of Graduate & Professional Studies – Academics – Jeannine Perry
  - e. Assistant Dean, College of Graduate & Professional Studies – Programs – Kathy Charleston
  - f. Assistant Dean, College of Business & Economics – Melinda Fowlkes
  - g. Associate Dean, College of Education & Human Services – Assessment – Wayne White
  - h. Director, Liberal Studies – Pat Lust
  - i. Athletic Director – Troy Austin
  - j. Associate Athletic Director for Student-Athletic Enhancement – Michelle Meadows
  - k. Director of the Learning Center – Rebecca Sturgill
  - l. Director, Academic & Career Advising Center – Mary Meade Saunders
  - m. Director of First Year Experience – Sarah Whitley
  - n. Director of Assessment & Institutional Research – Ling Whitworth

The purpose was to test out the feasibility of the expanded membership before making a recommendation to Senate. Analysis is ongoing.

3. The AAC advised the Vice-President on restructuring Academic Affairs so that there are fewer direct reporting lines to the VPAA. Dr. Perkins worked with us to explore the various issues and asked for our input on how he should proceed. As it stands right now, Dr. Perkins plans to add

an Associate V.P. A.A. position and make reporting line changes to reflect the input that he received from us as well as to accommodate other issues that he was aware of in the current Academic Affairs structure.

4. Six Year Plan – The AAC held a workshop to assist in the development of ideas for the newly-mandated six year plan required by the Higher Education Restructuring Act. Emphasis was placed on developing ideas for the plan while at the same time recognizing that the initiatives of the pending Academic Strategic Plan would ultimately take precedence and thus require Longwood to amend whatever is submitted for the six year plan.