

**Academic Services Committee**  
**Monthly Meeting Minutes**  
**October 9, 2012**

**Committee Members Present:** Sonit Bafna, Amy D'Unger, Susan Liebeskind, Denise Johnson Marshall, Raj Vuchatu (Executive Board Liaison)

**Committee Members Absent:** Doug Britton, Helena Mitchell, Peter Hesketh, Carrie Shepler, Lucy Tucker (Student Liaison)

**Guest Speaker:** Dr. Steven Girardot, Assistant Vice Provost for Undergraduate Education

The meeting was called to order at 2:02 PM by Amy D'Unger.

1) Presentation from Dr. Girardot

The committee welcomed Dr. Girardot, speaking on behalf of Dean Colin Potts, regarding the newly reorganized Office of Undergraduate Education.

Key points:

A major goal underpinning the reorganization of the office is towards alignment with the Institute Strategic Plan.

- Dr. Girardot discussed the relocation of oversight for various existing campus programs (such as GT 1000) within the new organization, and provided an organizational chart with more details.
- The Center for Academic Success will oversee student advising across campus.
- The office will also be charged with implementation of the objectives of the Complete College Georgia initiative, a state-wide initiative to improve graduation rates on colleges of the University System of Georgia system. The current Tech graduation rate is 80%, but the goal is to reach 84%.
- There was lengthy discussion surrounding the best way to support students in academic trouble. Amy asked what the ASC should address in this area. Dr. Girardot's suggestion was to focus on the needs of students at risk academically. Some of those issues:
  - Contracts for students being readmitted following academic dismissal are not uniformly designed or implemented across departments.
  - No real enforcement for these student contracts.
  - No central system in place for early intervention with students in academic distress.
  - Dealing with students on academic probation is labor intensive, and difficult in big departments with high academic advisor loads.
- Another target for this new Office of Undergraduate Education is to provide a centralized and consistent model to support for students navigating through academic issues, and to provide these students with motivation and assistance. This population need sponsors and departmental support to overcome these issue. Perhaps these students should mandated to participate in program designed to help them with become re-integrated with the academic environment. It was suggested that Denise would be a good resource for providing assistance to

those students with disability issues, such as ADHD. Preliminary plans to begin dealing with these issues should be available by spring semester.

- Consolidating service offerings in the Clough Building has made a huge difference. Students no longer have to walk across campus for different tutoring sessions. The numbers of students availing themselves of tutoring services has skyrocketed.
- There is interest in providing more services for graduate students, paralleling those available to undergraduates.

## 2) Approval of September meeting minutes

Sonat moved to accept the minutes from the September meeting, and Denise seconded the motion.

## 3) Updates on old business

- Open Access – the policy is scheduled for presentation at the November 27 meeting of the Academic Senate. Therefore, the November meeting of the ASC should be held during the first two weeks of November, to give formal approval the policy prior to the Academic Senate meeting. On a related front, Raj mentioned a new software package from Symplectic Software, which will be used to maintain faculty profiles, including their publications. Implementation of the Open Access policy will require tools to manage the Open Access repository – this Symplectic offering may be a tool that could be used in this capacity.
- Campus Climate Assessment: Denise attended the last meeting of this committee but there has been no action since.
- Faculty Club: Somewhat related to this topic, Amy received an invitation from Rich Steele, of Auxiliary Services to attend a meeting with Sodexo, the campus food service organization regarding faculty perspectives on campus dining. Given the late arrival of the invitation, Amy was not able to provide the requested 8-10 people for a focus group.
- Executive Board report: Raj was unable to attend the last meeting of the executive board, but will provide a summary of the meeting for the November meeting.

## 4) Topics for future meetings

- For December: Teaching Excellence. Doctor Bras has a committee for Teaching Excellence which is focusing on the concept of “How do we teach” and modernizing technology in support of new styles of teaching. A representative of this committee will be invited to speak.
- For January: Interdisciplinary Research Institutes (IRIs), formerly Interdisciplinary Research Centers (IRC). Raj has a list of the Institute heads which he will supply to Amy, for contact purposes.

The meeting was adjourned at 2:58 PM.

Minutes respectfully submitted,

Susan Liebeskind  
Secretary, Academic Services Committee