

University of North Carolina School of the Arts  
Boardroom, Seman’s Administration Building, SAAB306  
Winston-Salem, North Carolina

**COMMITTEE MEMBERS:**

Rhoda Griffis (Chair)\*, Jonah Brokaer\*, Eric Flow\*, David Neill\*, Nia Franklin\*, Kyle Petty\*, Jack Sargeant\*, Peter Juran\* (ex officio)

\* denotes voting members

**COMMITTEE STAFF:**

Patrick J. Sims, Executive Vice Chancellor and Provost, Karen Beres, Vice Provost and Dean of Academic Affairs, Laurel Donley, Vice Provost of Student Affairs, David L. Harrison, General Counsel, Kathryn McMillan, Staff, Amanda Balwah, Staff, Andy Paris, Chair of UNCSEA Faculty Council, Victoria Nash, Staff Council Representative

**AGENDA**

**OPEN SESSION**

1. Call to Order and Confirm Quorum..... Rhoda Griffis
2. Approval of Minutes from the September 28, 2023, Meeting ..... Rhoda Griffis
3. Student Government Association President Report..... Jack Sargeant
  - a. Student Time Audit/CSI Work
  - b. Newsletters
  - c. Town Halls
  - d. Association of Student Government (ASG)
  - e. Update on the What
4. Faculty Council Report.....Andy Paris
  - a. Workload
  - b. Artificial Intelligence
  - c. Building and Fortifying Communications Pathways
5. Student Affairs Report .....Laurel Donley
  - a. Health and Wellness Initiatives within Student Affairs I. Wellness Center
    - i. Wellness Center
    - ii. UNCSEA Health Services Volume Statistics

- iii. Counseling Services
  - iv. Uwill
  - v. Student Assistance and Support (Case Management)
  - vi. Fitness Center
- 6. Academic Affairs Report..... Karen Beres
  - a. Faculty and Student Success
    - i. Academic success coaching program
    - ii. Academic early warning reports
    - iii. Mid semester feedback process
- 7. Enrollment Update..... Rob Myers
  - a. Fall 2022 national and UNCSCA enrollment review
  - b. Fall 2023 headcount targets and submitted applications
  - c. Fall 2022 enrollment
- 8. Provost's Report..... Patrick J. Sims
  - a. EDIB Updates
    - i. Reflection & Resources
      - a. Reflection through artistic expression
      - b. Brace space for community building
      - c. A reminder about campus resources
      - d. A justified indulgence of comfort food
    - ii. Office of Community and Belonging
      - a. Margaret 'Maggie' Williams, Coordinator – Student Engagement and Administrative Services
      - b. Fulton McSwain, Jr, Coordinator – Gender Violence Prevention and Survivor Advocacy
      - c. Tasa M. Myers – Director – Office of Community and Belonging
      - d. Susan Santos-Mandel – Coordinator – Leadership and Belong High School Life
  - b. Clery/Title IX Updates
  - c. Performance Improvement Process (PIP)
  - d. BOT Training Process through UNC System
- 9. Other Business..... Rhoda Griffis
- 10. Motion to Move to Adjourn..... Rhoda Griffis
- 11. Adjourn..... Rhoda Griffis



**September 28, 2023, 1:35pm – 3:00pm - MINUTES**

University of North Carolina School of the Arts  
Boardroom, Seman’s Administration Building, SAAB306  
Winston-Salem, North Carolina

**TRUSTEES PRESENT:**

Rhoda Griffis (Chair)\*, Jonah Brokaer\*, Jeffrey Bullock\*, David Neill\*, Nia Franklin\*, Kyle Petty\*, Jack Sargeant\*, Peter Juran\* (ex officio)

\* denotes voting members

**TRUSTEES ABSENT:**

Eric Flow\*

**COMMITTEE STAFF PRESENT:**

Patrick J. Sims, Karen Beres, Laurel Donley, David L. Harrison, Kathryn McMillan, Amanda Balwah, Andy Paris, Rob Myers

**COMMITTEE STAFF ABSENT:**

Victoria Nash

**OTHERS PRESENT:**

Travis Andrews, Jim DeCristo, Katherine Johnson, Lissy Garrison, Afeni McNeely Cobham, Eric Burns, Kevin Bitterman, Martin Ferrell, Jeff George

**OTHERS PRESENT ONLINE:**

**AGENDA**

**OPEN SESSION**

1. Call to Order and Confirm Quorum..... Rhoda Griffis
2. Approval of Minutes from the April 27, 2023 Meeting ..... Rhoda Griffis

**CONVENE MEETING AND CONFIRM QUORUM**

Rhoda Griffis convened the September 28<sup>th</sup>, 2023 Academic and Student Affairs Committee Meeting at 1:36 p.m. A quorum was confirmed.

**APPROVAL OF MINUTES**

Rhoda Griffis asked the committee members to review the minutes from the April 27<sup>th</sup>, 2023, meeting. They then called for a motion to approve the minutes as presented

**MOTION:** Peter Juran moved to approve the minutes from the April 27<sup>th</sup>, 2023, meeting. Nia Franklin seconded, and the minutes were unanimously approved.

3. Student Government Association President Report..... Jack Sargeant

**The Student Body President, Jack Sargeant provided:**

- Information on the new SGA team and his personal background.
- Introduced goals and initiatives that SGA wants to accomplish this year including a research project that select students will participate in by tracking their academic hours to help inform the CSI committee about student needs.
- SGA is working on a newsletter to publish monthly to keep the campus at large more informed about what they are doing.
- Every year the SGA does a safety walk with campus police, and they were ecstatic that all items on last year's list except one had been corrected.
- Programming is going well and SGA hopes to continue to engage campus.
- SGA is in the process of moving to their new office in “the what”

4. Faculty Council Report.....Andy Paris

**Faculty Council Chair, Andy Paris presented:**

- Faculty council has filled their seats and completed elections.
- Faculty work on the CSI initiative was passed to the Provost's office and now subcommittees of faculty are working to dive into the four components of CSI.
- Stressed that workload is a concern and faculty is looking forward to continuing to look at how UNCSA handles faculty workload.
- Andy Paris explains that faculty council is working to build relationships across campus particularly with strategic communications to help build transparent and effective communications.
- Expresses that they are excited about change and how our new EDIB efforts and working with the Associate Vice Chancellor and Vice Provost for Equity, Diversity, Inclusion, and Belonging will impact their work in the classroom.
- Explains that faculty are ready to get involved and look forward to continued partnership.

5. Student Affairs Report .....Laurel Donley

**Vice Provost of Student Affairs, Laurel Donley, reported:**

- We have started the new online counseling program with Uwill which offers students immediate access to mental health counselors and wellness programming.
- There are many new mental health support systems – the UNC system gave us a grant that has given us access to it Matters which is providing Penn Resiliency training.
- Faculty will be participating in GUIDE training which is skill-based, empathetic communication training meant to give faculty the confidence to effectively support students in the classroom.
- Other programs include mental health first aid and QPR (question, persuade, refer).
- Student Affairs launched a new orientation program this year which was met with lots of positivity and excitement.
- Expressed that student conduct is working to be more proactive to support students and prevent conduct issues where they can.

6. Academic Affairs Report..... Karen Beres

**Vice Provost and Dean of Academic Affairs, Karen Beres reported on:**

- Where we are now with our new multi-year faculty – this year we had 13 new multi-year faculty who we are working to support. Projecting 12-13 searches for next year.
- Dr. Beres shared we are working to ensure new faculty success through different training opportunities that reflect our academic mission.
- Discussed Student Advantage Week is a program that invites 20 students from the incoming college freshmen – this year criteria was marked as students coming from tier one or two schools in NC. This year there were 19 student participants with 4 graduate student coaches. New workshops surround the 4 agreements.
- The four basic agreements the Provost’s office is using this year are – be impeccable with your word, don’t take things personally, don’t take things personally, and always do your best.
- We are offering a new program which is our academic student success program – this is a program to support students who are on academic probation – we have incentivized the program to try to see if this program would help retention.

7. Enrollment Update..... Rob Myers

**Rob Myers, our Interim Director for Admissions reported:**

- National enrollment is down almost 8%
- Fall 2023 – 502 out of 537 were secured students – design and production and music have lower enrollments than last year.
- Explained that Admissions is still working on the Admit-to-enrolled communication (yield) plan but they are also looking at how they can change the admissions process to find and recruit students differently.

8. Provost’s Report..... Patrick J. Sims

**Provost Sims Introduces B. Afeni McNeely Cobham:**

- Provost Sims welcomes Dr. McNeely Cobham to UNCSA and Rob Myers as the interim director of Admissions.
- Dr. McNeely Cobham introduced herself and celebrated her first six months at UNCSA.
- She highlights the development of new EDIB job descriptions and how she has focused on building relationships.
- Expressed there has been a lot of work developing EDIB vision and purpose in addition to all the work that is going into a refreshed web presence.

**Provost Patrick Sims presented:**

- The mission of the provost office is to support the implementation of strategic compelling goals that improve the academic enterprise of the University – we are experiencing a decline but we are working to be strategic to revamp the admissions process.
- CSI (Collaborative Scheduling Initiative) is still going strong and has been distilled into four components; a 12-hour workday, class times and travel times, intermission (a common 2-hour break in the middle of the week reserved for student choice time), and collaborative days which are designed to provide time and space that will enrich our curriculum.
- We have a CSI Core committee with a faculty rep from each school who is a liaison between the faculty and the committee who are working to finalize recommendations from each school for implementation in the 24-25 academic year.

- System is looking for us to continue to improve and review programs – each division is going through the PIP (Program improvement process) with 3-4 external reviewers (mix between industry/academia) who will look at what we do well, what we can improve, and how can we remain relevant in the industry. This is a precursor to our upcoming SACSCOC accreditation which is due in 2025.
- UNCSA receives its state appropriation in two categories: enrollment growth and performance metrics – our metrics are 4-year graduation rates, undergraduate degree efficiency, first-time student debt at graduation, transfer student debt at graduation, and education and related expenses per degree.
- Unfortunately, last academic year we lost 49 students over the course of the year. We fell short of our enrollment target 1370 by 50 students which is the equivalent of \$1.9M in state appropriation. Good news is we more that met the goals established for us on our performance metrics
- Our next steps are engaging in an admission process revamp, developing retention efforts including the student success program, continuing the work of CSI, and refining our understanding of our share of prospective students relative to our competitors.

9. Other Business..... Rhoda Griffis

10. Motion to Move to Closed Session..... Rhoda Griffis

**MOTION:** Peter Juran moved to move the meeting into closed session. Nia Franklin seconded and the committee unanimously voted to move into close session.

**OPEN SESSION**

11. Adjourn..... Rhoda Griffis

**ADJOURN**

12. With there being no other business, Rhoda Griffis called for a motion to adjourn at 3:02 pm.

**MOTION:** Peter Juran moved to adjourn the meeting. Jeffrey Bullock seconded and the committee unanimously voted to adjourn.

Submitted by: Kathryn McMillan

**AGENDA ITEM**

Student Body President Report.....Jack Sargeant

**Summary:** The Student Body President will provide an overview of goals for the 2022-2023 academic year and student government activities to date. She will introduce student government leaders and will briefly outline their goals for the year:

- a. **Student time audit/CSI**
  - I. Preliminary data:  
<https://docs.google.com/document/d/1G5J0pdoh0NDuVtHpUnbPADGDR5I6HvzqJpGZM1H1t8k/edit>
  - II. Plans to expand the study
  
- b. **Newsletters**
  - I. Deadline of Thanksgiving break
  
- c. **Town halls**
  - I. October town hall in the well
  - II. November town hall with administration
    - i. Student feedback form:  
<https://docs.google.com/document/d/1GMOWCdQznHqYkqgfJGlo6DEi3vte3ST2miUnsyBrVjc/edit>
  
- d. **Association of Student Governments (ASG)**
  - I. October delegation
  - II. November delegation
  
- e. **Update on the What**

**Action:** For information purposes only

**AGENDA ITEM**

Faculty Council Update.....Andy Paris

**Summary:** The Faculty Council Chair will report on the following topics:

**a. Workload**

- i. Working alongside the Provost’s Office and Chancellor’s Office to provide feedback and engage in the shaping of the new System Policy on Workload.
- ii. Continuing work in how the Workload Policy will be implemented.

**b. Artificial Intelligence**

- i. Faculty across all schools are asking what AI means, in the sphere of education as well as our campus specifically.
- ii. Recognition of the work of Sarah Falls and Jill Lane in holding space for the beginning conversations around AI.

**c. Building and Fortifying Communications Pathways**

- i. Establishing Faculty Council meetings as an opportunity to ask important questions.
- ii. In the past month, we have invited guests to address questions around EDIB on campus and related to System Policy, pending lawsuits, CSI, search committee protocol and best practices, and Campus Police procedure/policy.

**Action:** This report is for informational purposes only.



**AGENDA ITEM**

Student Affairs Report.....Laurel Donley

**Summary:** The Vice Provost of Student Affairs will report on the following topics:

- a. Health and Wellness Initiatives within Student Affairs
  - I. Wellness Center
  - II. UNCSA Health Services Volume Statistics
  - III. Counseling Services
  - IV. Uwill
  - V. Student Assistance and Support (Case Management)
  - VI. Fitness Center

Student Affairs is focusing on a culture of care for our students and the staff who support our students. We focus on wellness through the eight dimensions of wellness: emotional, physical, occupational, social, spiritual, intellectual, environmental, and financial.

**Wellness Center**

- Re-negotiated and renewed Medical Provider’s contract with WFBMC with a cost savings of \$52,917.51 from 2022 contract, to include a 3-year auto renew agreement.
- Renewed Psychiatry Services agreement with WFBMC increasing onsite psychiatry coverage in Health Services from 16 hours per month during 2022-2023 academic year to 40 hours per month for the 2023-2024 academic year, to include a 3-year auto renew agreement. Coverage includes an attending psychiatrist in Health Services every Friday from 1 pm – 5 pm, a psychiatry resident every Friday from 1 pm – 5 pm, and a psychiatry resident every other Tuesday from 1 pm – 5 pm.
- Currently, we have double medical provider coverage in Health Services on Mondays, Tuesdays, and Fridays which increases our capacity to serve students. This includes a Physician Assistant and Nurse Practitioner on Mondays/Fridays, and a Physician Assistant/MD on Tuesdays.
- Health Services reviewed 497 student records for North Carolina required immunizations and has achieved 100% immunization compliance for all 2023-2024 incoming students.
- Hired a part-time Registered Dietician with a certification and sub-specialty in disordered eating.
- Hired and onboarded a new full-time Athletic Trainer and Athletic Training intern.

**UNCSA Health Services Volume Statistics**

	August 2022 – October 2022	August 2023 – October 2023	% of increase/decrease from prior year
<b>Total Student Encounters</b>	1,609	1,928	+19.64%
<b>Medical Provider Appts (PA/NP/MD)</b>	363	472	+30.03%

## **Counseling Services**

- 292 unique clients seen for at least one appointment this academic year. This demonstrates a 5% increase from the previous academic year with the continued COVID 19 impact to be considered.
- 25% of the student body seen in Counseling Services for at least one appointment. This is well above the national average of 15-20%.
- Counseling staff managed caseloads of over 40 students each, demonstrating 85% face-to-face client contact with the IACS recommendation stating 65% face-to-face client contact in order to be in compliance with accreditation standards.
- 1,751 attended appointments this academic year. This is a 1% decrease from the previous academic year due to an increase in outreach and prevention efforts across campus.
- Managed 188 crisis/walk-in appointments. This is a 55% increase from the previous academic year due to an increase in outreach encouraging students to seek immediate support when needed for any mental health concern.
- Managed three Substance Use Assessments. This is a 50% decrease from the previous academic year.
- Average number of appointments per client = six.

## **Uwill:**

- 254 – Students utilizing the app
- 68 – Individual sessions
- Presenting concerns for utilization:
  - 24% Anxiety (highest)
  - 19% Stress
  - 16% Depression
- Focus areas:
  - 18% Self-esteem (highest)
  - 10% Academic concerns
  - 12% Body image concerns

## **Student Assistance and Support (Case Management):**

The focus on Student Assistance and Support for the 2023-24 academic year is student retention through wellness, engagement, community, and support. The office hired Jordan Farmer, M.Ed. in July as the Assistant Director and was pleased to welcome Pat Lutman back in November 2023 for 16 hours a week.

Case managers have seen students in the following capacities since the beginning of this academic year:

- Academic Early Warnings/Student Success faculty referrals: 159 referrals for 78 college students.
- Concern Reports: 305 total reports for 96 students with 11 of those students identified as “complex cases”, meaning the case manager met with the individual student at least five times, but frequently more often.
- High School: 174 Concern reports for 47 students with 10 identified as “complex cases”. There are fewer high school students enrolled but because of their age, they and their families require more support and face-to-face encounters. One student has 19 documented 1:1 encounters with their case manager and another 20 documented encounters.
- Withdrawals: 18 total: two certificates, 13 college, one graduate and two high school.
- Pickle Pantry: 40 students enrolled (high for this year. More graduate students are participating this year than in the past.) The Pantry continues to partner with The Associates for packing and monthly food drives. Marsha is also partnering with community and campus partners to increase food donations.

The Office of Student Assistance and Support is supporting student wellness using the following initiatives:

- \$10,000 grant to provide counseling and psychiatry for students whose needs cannot be met in the UNCSA wellness center. There are seven contracts with community partners who provide in-person and virtual options.
- Men of Color Group (monthly meeting focusing on the eight dimensions of wellness – 1<sup>st</sup> two sessions: coping skills, financial wellness, and state of wellness for UNCSA male artist. Next semester: emotional health, life skills and mental wellness).

### **Fitness Center**

Services include:

- Personal Training – free to all students, members
  - Create individualized programs to help clients reach their specific goals
- Fitness Classes – open to all students, faculty, and staff
  - Pilates – three times/week
  - Yoga – visiting instructors, schedule varies
- Orientation Sessions
  - Overview sessions to inform students and patrons on proper technique for using resistance training and cardio equipment
- Basketball Court
  - Open gym during regular operating hours
  - Monthly intramural basketball games

The Fitness Center employs one part-time administrative assistant (non-student), one recent alum, and 13 UG and GR students. The Center experienced a 36% increase in overall utilization from the 2021-22 to 2022-23 timespan. Our current numbers are trending 10% above the same period as last year.

- 2021-2022 Total – 15,273
- 2022-2023 Total – 20,813

The Fitness Center was awarded \$75,000 to update outdated equipment dating back as far as 2005. These funds have significantly improved the cardio and strength training options available at the Fitness Center. The feedback has been overwhelmingly positive.

**Action:** This report is for informational purposes only.

**AGENDA ITEM**

Academic Affairs Report.....Karen Beres

**Summary:** The Vice Provost and Dean of Academic Affairs will update the committee on the following topics:

- a. Faculty and Student Success
  - I. Academic success coaching program
  - II. Academic early warning reports
  - III. Mid semester feedback process

**Action:** For information purposes only

**AGENDA ITEM**

Enrollment Update.....Rob A. Myers

**Summary:** The Director of Admissions will report on the following topics:

- a. Fall 2024 headcount target
- b. Fall 2024 submitted applications

**Action:** This report is for informational purposes only.

In collaboration with the Office of the Provost, Institutional Research, the Registrar, the Division of Finance and each conservatory, the Fall 2024 student headcount target has been established and will be shared across campus. Our total enrollment target is **1,355** students, with an expected need of **548** incoming students for Fall 2024.

Outlined in the charts below are the enrollment goals for the Fall 2024 term - based on degree level, conservatory, and in-state (I) / out-of-state (O) targets.

**Fall 2024 Total Student Headcount Enrollment Target**

School	High School			Undergraduate			Graduate			Grand Total		
	I	O	ST	I	O	ST	I	O	ST	I	O	ST
Dance	55	47	102	51	69	120	.	.	.	106	116	222
D&P	36	1	37	120	130	250	41	29	70	200	161	357
Drama	19	1	20	33	83	116	.	.	.	52	84	136
Film	.	.	.	201	127	328	30	5	35	231	132	363
Music	84	7	91	93	24	117	24	45	69	201	76	277
<b>Total</b>	194	56	250	498	433	931	95	79	174	787	568	<b>1,355</b>

**Fall 2024 New Student Recruitment Need**

School	High School			Undergraduate			Graduate			Grand Total		
	I	O	ST	I	O	ST	I	O	ST	I	O	ST
Dance	23	24	47	9	23	32	.	.	.	32	47	79
D&P	24	1	25	53	51	104	28	14	42	105	66	171
Drama	19	1	20	7	23	30	.	.	.	26	24	50
Film	.	.	.	64	26	90	23	0	23	87	26	113
Music	48	3	51	49	10	59	13	12	25	110	25	135
<b>Total</b>	114	29	143	182	133	315	64	26	90	360	188	<b>548</b>

## Fall 2024 Submitted Applications

During the Fall 2023 term, Admissions Counselors traveled to over 60 locations and participated in high school presentations, college fairs, studio visits, and arts-based conferences. The goal of these trips is to provide access to all communities, while recruiting top artists from across the country.

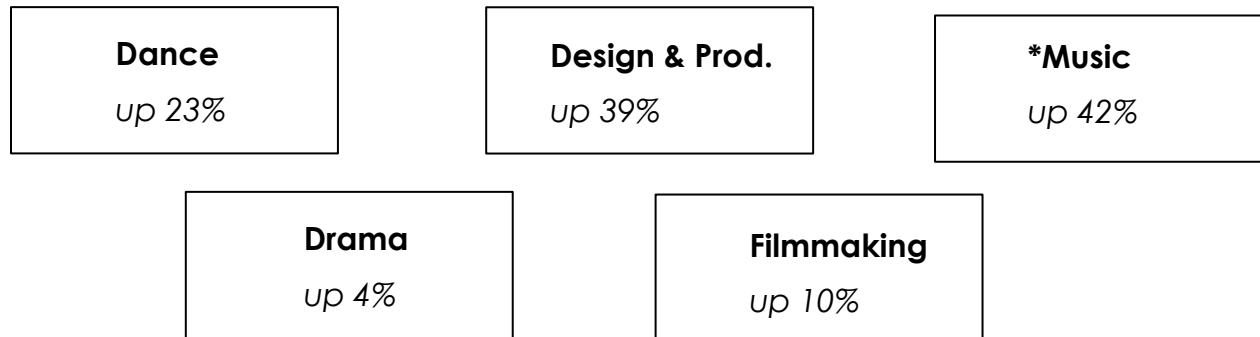
In addition, UNCSA participated in the statewide initiative NC Countdown to College (C2C), where North Carolina high school seniors complete three important college enrollment steps: residency, FAFSA (Free Application for Federal Student Aid), and college applications during the week of October 16 – 20. To support college access, college application fees are waived during this time. UNCSA C2C participation rendered:

- 135 applications, across all conservatories. + 30 applications more than last year
- Proving the initiative's goal, 96% of applications received are from North Carolina Tier I or II counties which are defined as economically distressed counties.
- More than 25% of applicants indicated they are first-generation to college.

Robust recruitment travel, the C2C initiative, Strategic Communications marketing and social media campaigns, and faculty recruitment travel have boosted our year-to-date submitted applications. Utilizing November 13th as a milestone, year-to-date Fall 2024 applications are:

- Up 15% across all conservatories and degree levels.
  - Undergraduate applications are up 15%.
  - High School applications are up 37%.

Below outlines how these increases are spread across our conservatories:



\*Note: The School of Music does not have a November 1, 2023 application deadline. Based on peer institutions, the first deadline for Music is December 1, 2023.

**AGENDA ITEM**

Provost Report.....Patrick Sims

**Summary:** The Provost will give an update on Where we were, Where we are, and Where we are heading:

- a. EDIB Updates by B. Afeni McNeely Cobham
  - i. Reflection & Resources
    - 1. Reflection through artistic expression
    - 2. Brace space for community building
    - 3. A reminder about campus resources
    - 4. A justified indulgence of comfort food
  - ii. Office of Community and Belonging
    - 1. Margaret ‘Maggie’ Williams, Coordinator – Student Engagement and Administrative Services
    - 2. Fulton McSwain, Jr, Coordinator – Gender Violence Prevention and Survivor Advocacy
    - 3. Tasa M. Myers – Director – Office of Community and Belonging
    - 4. Susan Santos-Mandel – Coordinator – Leadership and Belong High School Life
- b. Clery/Title IX Updates
- c. Performance Improvement Process (PIP)
- d. BOT Training Process through UNC System

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