



**Associate Vice
President for
Academic Affairs
Melinda Karnes.**

Associate Vice President for Academic Affairs

Overview

The Office of the Associate Vice President for Academic Affairs (AVPAA) under the direction of Melinda Karnes, supervises several of the Academic Support units, notably Academic Advising, Learning Center, Registrar, Native American Consortium, and International Education. The units interact with vast numbers of students during any given day of the academic year. The units are 12-month offices with a consistent work flow pace throughout the academic year.

The office also is responsible for working with chairs and deans to develop new curriculum proposals or revise existing curriculum, and to shepherd the documents to SUNY System and New York State Education Department (NYSED) offices. The AVPAA is the academic liaison for the Academic Affairs Committee (AAC) and serves as the conduit of information between the AAC, the Graduate Council and the Registrar's Office. All new and revised course and program proposals must be signed off by the AVPAA prior to entry into the Banner system. In this capacity, the AVPAA also serves as project director for the online University Catalog.

The AVPAA also serves as "unofficial Dean" for the 300 to 400 students in the 28 undergraduate Interdisciplinary Studies programs and the 200 to 300 undeclared students with Liberal Arts (undeclared) status. In addition, the AVPAA assists the directors of the Honors Program and the general education program (College Core Curriculum - CCC). The interdisciplinary programs are supervised by 17 coordinators who plan events, develop curriculum offerings, and advise students in their particular major/minor programs; the Honors Program and CCC directors function in approximately the same capacity. The Academic Advising Office provides services, seminars

and advising to the undergraduate Liberal Arts population and coordinates advisement for the incoming freshman and transfer students.

Highlights

- SUNY Fredonia published its first true interactive web document, the first online catalog for SUNY Fredonia – the 2009-2010 University Catalog. The AVPAA will serve as project director for all future catalogs.
- During the past year, positive movement was made in and out of the interdisciplinary programs. Music Business moved to the School of Business as a track within the Business Administration program. Sport Management was approved and is now a stand-alone major.
- The International Education Center reported steady increases in international student enrollments and applications for study abroad ventures.
- A new Religious Studies minor was added to the Interdisciplinary Studies program.
- The Honors Program again exceeded the previous year's applications. SUNY Fredonia had over 100 new Honors students entering the freshman class in the fall of 2009.
- The Learning Center consistently has record numbers of tutoring sessions and exam accommodations for students with disabilities.
- The Bachelor of Science in Applied Mathematics, Bachelor of Science in Psychology, dual certification in Childhood/Early Childhood Education, and the Master of Arts in Adolescence Teaching Science Education were all approved by SUNY and the New York State Education Department.



Planning Assumptions

Planning assumptions used in the development of the 2010-2011 budget for the Office of the Associate Vice President for Academic Affairs include the following:

- Replacement of open positions as warranted.
- Continue to publish the catalog online in order to save printing costs and support the sustainability movement on campus.
- Continue to enroll substantial numbers of Honors and international students for the campus.
- Continue to move majors from their incubator status within Interdisciplinary Studies into the appropriate department as a stand-alone major.

Operating Budget

The 2010-2011 budget will allow the Office of the AVPAA to continue to make progress toward various program goals. Continued funding for the various interdisciplinary programs will allow for certain highly enrolled majors (i.e. Environmental Sciences, Legal Studies and Exercise Science) to move into a “home” department and be more visible to incoming students. Continued collaboration with the College of Arts and Sciences will assist in the smooth transition of these programs.

The budget will also provide assistance for the various support unit 2010-2011 goals. International Education will be working with Admissions to increase the level of international student recruitment for both undergraduate and graduate programs. The Registrar is working with Institutional Research and Planning to provide SUNY with the latest changes in Banner-reporting data. Academic Advising will continue to provide resources



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for the Liberal Arts undeclared population on campus. The Native American Consortium Office, while managing its own restricted budget fund, is planning for campus recruiting and academic events. The Learning Center continues to see an increase in referrals and tutoring services from the Disability Support Services (DSS) for students.