

Academic Affairs Committee Minutes

Date: 5/28/2024, 3:30 - 4:30 pm, MET 208 and Zoom

<p><u>Present (voting members):</u> Ralph Phillips (<i>CTE Faculty</i>) Becky Plassmann (<i>Faculty Senate Representative</i>) Kiri Simning (<i>Faculty at Large</i>) Monte Cheney (<i>Transfer Faculty</i>) Paula Simone (<i>Academic Affairs Chair</i>) Annemarie Hamlin (<i>Vice President of Academic Affairs</i>) Jake Agatucci (<i>Transfer Faculty</i>)</p>	<p><u>Absent (voting members):</u> Scott Dove (<i>Classified Representative</i>)</p>
<p><u>Present (non-voting members):</u> Chloe Inoue (<i>Committee Specialist</i>) Sara Henson (<i>Faculty Forum Exec. Comm.</i>) Tyler Hayes (<i>Registrar</i>)</p>	<p><u>Absent (non-voting members):</u> Jared Green (<i>Dave Rep.</i>) Nicholas Recktenwald (<i>Director of Assessment and Curriculum, non-voting</i>)</p> <p><u>Guests:</u> Jamie Rougeux (<i>Disability Services</i>) Kristine Roshau (<i>eLearning</i>) Steve Broadbent (<i>ITS</i>)</p>

Meeting called to order at 3:30.

Note: **Approval and Action items written in red.**

Unfinished Business:

1. Review Academic Affairs Committee Minutes from 5/13/2024.

Tabled.

New Business:

Action Item: DA Policy Proposal, Kristine Roshau, 1st Reading

1. The DA Policy proposal reflects regulations that the College will have to follow. A larger institutional plan is still being planned. This will impact all courses, not just distance education.
2. eLearning will provide a mix of tools and resources, web content, and trainings.
 - a. The eLearning website is in the process of becoming more centralized, including information on Universal Design for learning, teaching fundamentals, accessible course design, and access by design: creating in Canvas.
3. Faculty will need to work with eLearning to make these changes, but for the most part, only minor edits will likely need to be made.
4. Irregular wage and additional positions will need to be added in order to supplement this new influx of work.
5. If faculty don't use the gradebook in Canvas, they need to clearly specify in their syllabus that they aren't using the gradebook. Currently many different grading systems and software are in place, which creates some difficulty for eLearning.
6. It was proposed that this policy would be added to A-6-0 within the GPM, but this section already exists and seems dissimilar to the proposed information.

- a. Could this be added to a new section? If a new section is required, it would need to be brought before College Affairs.

Becky Plassmann motioned to approve with edits, Scott Dove 2nd, motion passed unanimously.

Action Item: Academic Master Plan, Annemarie Hamlin, 1st Reading

1. The strategic plan has specific monies attached to it, which are built into the budget.
2. The action projects have been kept very essential, so as to be attainable.
 - a. The workgroup identified the action plans and the people who will work on them. From there it will be decided upon how the goal indicators will be met.
3. This will be left as a working document, kept within Google Docs.

Becky Plassmann motioned to approve, Ralph Phillips 2nd, motion passed unanimously.

Meeting adjourned at 4:10.