

## Academic Affairs Committee Minutes

Date: 9/25/2023, 3:30 - 4:30 pm, MET 208 and Zoom

<p><b><u>Present (voting members):</u></b> Paula Simone (<i>Academic Affairs Chair</i>) Annemarie Hamlin (<i>Vice President of Academic Affairs</i>) Scott Dove (<i>Classified Representative</i>) Ralph Phillips (<i>CTE Faculty</i>) Becky Plassmann (<i>Faculty Senate Representative</i>)</p>	<p><b><u>Absent (voting members):</u></b> Monte Cheney (<i>Transfer Faculty</i>) Jake Agatucci (<i>Transfer Faculty</i>)</p>
<p><b><u>Present (non-voting members):</u></b> Beth Palmer (<i>CTE Council Representative</i>) Tyler Hayes (<i>Registrar</i>)</p>	<p><b><u>Absent (non-voting members):</u></b> Nicholas Recktenwald (<i>Director of Assessment and Curriculum, non-voting</i>) Chloe Inoue (<i>Committee Specialist</i>)</p> <p><b><u>Guests:</u></b> Christina Grijalva (<i>Health Information Management</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 6/12/23
  - a. Minor typo, will need correction.

**Becky Plassmann motioned to approve minutes with edits, Paula Simone 2<sup>nd</sup>, motion passed unanimously.**

2. Review Curriculum Committee Minutes from 4/25/23.
  - a. The modality standards are being tabled— it would be useful to have more information on this. Paula Simone will reach out to Nick Recktenwald in regards to this.

**Reviewed.**

### **Informational Item:** Academic Master Plan

1. The recent Academic Master plan was in use through 2022. A new one needs to be developed.
  - a. The old plan was missing a lot of data tracking and follow-up.
  - b. It would be useful to go back and find down some of this historical data, in order to demonstrate whether or not these goals were met. This work could be done simultaneously as the new plan is drafted and implemented, and the new plan could pick up on any goals that were not met.
  - c. Tyler Hayes noted that reporting on the Master Plan could be tied into the Academic Affairs Year End Report, analyzing the progress that occurs each year.
2. Should Academic Affairs convene a subcommittee to work on this? This subcommittee would gather input from various resources. Conversely, this work could be done by the Academic Affairs committee itself.

- a. Paula Simone noted that Academic Affairs had previously done this work, and each member was responsible for a small amount of the work. This happened while Betsy Julian was the VPI, and the subcommittee was composed of 5 members.
- b. Members were chosen for the previous subcommittee based on relevant experience (example, Tina Hovekamp was involved with OER). Paula Simone said Betsy Julian made sure to tie this Master Plan to the Strategic Plan initiatives, and this correlation made it possible to use strategic plan funds for academics.
3. This Academic Master plan historically focused on providing course development support, increasing integration of ABS with credit programs, increasing PT faculty development opportunities, etc.
  - a. Becky Plassmann noted that much of this relies on quantitative parameters, such as increasing integration and faculty professional development opportunities. How would these parameters be measured going forward, and would this level of detail be reflected in the Master plan?
  - b. Annemarie said that the Master plan would likely not include this kind of detail, but could be provided in supplemental material.
4. The new Academic Master plan would be owned by Academic Affairs, as a whole.
5. Annemarie Hamlin will pull together a template of the strategic plan goals and the relevant academic action goals, so that Academic Affairs will have a sense of what this sub/committee will primarily be focused on. From there, committee members can be chosen, based on related skills and academic association. This will be presented at the October 9 meeting.
6. The current strategic plan goals are:
  - a. **Student-Ready College:** COCC welcomes all students by addressing their individual needs and helping them achieve their goals.
  - b. **Access:** COCC expands access by providing students with equitable opportunities and the resources needed to achieve their goals.
  - c. **Community Engagement:** COCC engages with and responds to the needs of the communities we serve.
  - d. **Workforce Development:** COCC develops and aligns educational opportunities with regional workforce needs and industry standards.
  - e. **College Sustainability:** COCC creates processes and systems to foster high-quality and operationally sustainable work, learning, and natural environments.
7. It would be useful to have one transfer faculty and one CTE faculty.
  - a. Tyler Hayes mentioned that this committee could also be driven by faculty, since it's for academics.
8. Other names that were mentioned as possible members:
  - a. Owen Murphy
  - b. Tyler Hayes
  - c. Christy Walker

### Housekeeping Items:

1. Non-voting members are still encouraged to offer feedback, even if they aren't voting.
  - a. Non-voting members are representatives for their areas.
2. Paula Simone will bring the GPM language in regards to Academic Affairs to the October 9 meeting.
3. Paula Simone will follow up with President Chesley in regards to GPM update procedures.

**Information:** Major Transfer Maps

1. Tyler Hayes introduced this subject, defining that major transfer maps are for statewide degrees that are being approved at the State level. They are different than AAOTs in that they are meant to provide more of a focus on a particular major, with the goal of reducing the number of credits a student is paying for.
2. There are currently 5 degrees that have been approved at the State level and COCC has implemented 3 of those degrees. Those 3 degrees were Business, English, and Childhood Elementary Education.
  - a. During the 23-24 Academic Year, Tyler will continue to work on implementing the following 2 degrees, which will be Biology and Computer Science. These will go into next year's catalog.
  - b. This will be brought to Academic Affairs as an informational item.
3. The State recently approved statewide rules around MTMs and it is likely that one MTM will be approved each year— for the next couple years.
  - a. Once these are approved at the State level Community Colleges have three years to include the degree into their catalog and reward degrees during graduation.
4. HECC decided that if there will be any variance in these transfer degrees, in relation to which school they are specifically tailored for, there has to be significant reason behind it, demonstrating student success.
  - a. This makes this process easier for Community Colleges to implement, without additional hinderances.

**Information:** Placement Requirements

1. Tyler Hayes noted that Admissions and Records is looking to update the placement requirement for non-degree seeking students at the enrollment level.
  - a. Currently 90% of non-degree seeking students have to take a placement assessment, for no reason related to the course they will be taking.
  - b. Admissions and Records isn't looking to remove these placement requirements, but is rather looking to require it for a smaller percentage of students.

*Meeting adjourned at 4:30.*