

Academic Affairs Meeting Minutes

Date: 4/30/2018, Monday 3:30-4:30 PM

Location: Max Merrill Room, Library 221

<p><u>Present (voting members):</u> Stephanie André (<i>Transfer Faculty</i>) – Chair Jessica Giglio (<i>Transfer Faculty</i>) Amy Harper (<i>Faculty Forum President-elect</i>) Deb Malone (<i>Faculty at Large</i>) Matthew Lachance (<i>CTE Faculty</i>)</p>	<p><u>Absent (voting members):</u> TBD (<i>ASCOCC representative</i>) Ken Swartwout (<i>CTE Faculty</i>) Barbara Bellingher (<i>Classified Representative</i>) Betsy Julian (<i>VPI</i>)</p>
<p><u>Present (non-voting members):</u> Stacey Donohue (<i>Shared Governance Workgroup</i>) Courtney Whetstine (<i>Director of Admissions & Registrar</i>) Thor Erickson (<i>ChairMoot Representative</i>) Vickery Viles (<i>Director of Curriculum & Assessment</i>) Ralph Phillips (<i>CTE Council Representative</i>) Krista Leaders (<i>Committee Specialist</i>)</p>	<p><u>Absent (non-voting members):</u> Jeff Floyd (<i>IT Representative</i>)</p>

(Note: **Approvals and Action items written in red.**)

Unfinished Business

- 1) **Review Minutes from 4/16/18 Meeting**
 - a) The meeting was open to review the minutes from 4/16/18.
 - i) Approved with suggested changes
 - b) **Motion to approve the minutes Deb 1st, Jessica 2nd. Motion passed.**
- 2) **Discussion Only:** Review Curriculum Committee minutes from 4/17. No changes.
- 3) **Second Reading:** Short Term Class Changes (Courtney)
 - a) **Motion to approve Deb 1st, Amy 2nd. Motion passed.**
- 4) **Information Item:** Revisions to Academic Affairs' web page (Stephanie)
 - a) **Reviewed by the committee and requested other revisions.**
 - i) **Add more specific directions regarding downloading the form first and then save.**
 - ii) **Suggested reorganizing the Committee Members page to show separation of voting members from non-voting members**
 - iii) **Add more specific information for faculty committee members, such as department, and tenure status.**
 - iv) **Stephanie will talk to Terri Botts about the requested changes to the Committee Members page.**

New Business

- A. Information Item: Status Update from the Grading Task Force (Courtney)—



- a. The task force reviewed the current grading policy and is recommending no change at this time. The task force determined that students are not disadvantaged with the current grading policy.
- B. Information Item: Guiding Questions for the COCC Award Definition Proposal (Vickery)—
 - a. Discussion ensued regarding degree minimum requirements
 - b. The committee decided a task force will be created in Fall 2018 to define related instruction requirements.

Amy motioned to adjourn, Deb 2nd.

The meeting adjourned at 4:33pm.

Next Meeting: Monday, May 14, 2018 – Max Merrill, Library 221 at 3:30 p.m.

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