

Academic Affairs Meeting Minutes

Date: 02/04/2018, Monday 3:30-4:30 PM

Location: Max Merrill Room, Library 221

<p><u>Present (voting members):</u> Jessica Giglio (<i>Transfer Faculty</i>) – Chair Michael Hansen (<i>Faculty at Large</i>) John Liccardo (<i>Transfer Faculty</i>)</p>	<p><u>Absent (voting members):</u> TBD (<i>ASCOCC representative</i>) Barbara Bellinger (<i>Classified Representative</i>) Ken Swartwout (<i>CTE Faculty</i>) Wayne Yeatman (<i>CTE Faculty</i>) Amy Harper (<i>Faculty Forum President</i>)</p>
<p><u>Present (non-voting members):</u> Jared Forell (<i>Admissions & Registrar Representative</i>) Krista Leaders (<i>Committee Specialist</i>) Betsy Julian (<i>VPI</i>) Paula Simone (<i>CTE Council & ChairMoot Representative</i>)</p>	<p><u>Absent (non-voting members):</u> Vickery Viles (<i>Director of Curriculum & Assessment</i>) Jeff Floyd (<i>IT Representative</i>) Stacey Donohue (<i>Shared Governance Workgroup</i>)</p>

Meeting began @ 3:40

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

Unfinished Business

- 1) Review Academic Affairs Committee minutes from 1/28/19
 - a) **Tabled, no quorum**
- 2) Review Curriculum Committee minutes from 1/29
 - a) **Tabled, no quorum**
- 3) Informational Item: Minor change to syllabus template
 - a) Remove reference to Diane Ross
 - b) **Discussed**
- 4) Discussion Item: Academic Master Plan Work Group and process
 - a) Betsy presented the Library’s Strategic Plan as a format to follow
 - b) Discussed composition of the workgroup
 - i. 3 faculty – 1 CTE, 1 transfer, 1 Academic Affairs member; VPI (or proxy), 1 E-Learning, Student Services (consultant member) Jared or Kara.
 - c) Paula volunteered as Academic Affairs member
 - d) Suggestion was made to send the faculty forum an email to request members for the workgroup.

1) **New Business**

- a) None

The meeting adjourned at 4:10 pm.

Next Meeting: is scheduled for February 18, 3:30 – 4:30, Max Merrill room