

Academic Affairs Meeting Minutes

Date: 01/27/2020, Monday 3:30-4:30 PM

Location: Max Merrill Room, Library 221

Present (voting members):

John Liccardo (*Transfer Faculty*) – Chair
Michael Hansen (*Faculty at Large*)
Dan Alberghetti (*CTE Faculty*)
Wayne Yeatman (*CTE Faculty*)
Carolyn Schmidt (*Classified Representative*)
Kirsten Hostetler (*Transfer Faculty*)
Amy Harper (*Faculty Forum President*)
Betsy Julian (*VPI*)

Absent (voting members):

Julia Russell (*ASCOCC representative*)

Present (non-voting members):

Steve Broadbent (*IT Representative*)
David Schappe (*CTE Council*)
Jane Morrow (*Chairmoot Representative*)
Vickery Viles (*Director of Curriculum & Assessment*)
Tim Peterson (*Shared Governance Committee*)
Krista Leaders (*Committee Specialist*)

Absent (non-voting members):

Tyler Hayes (*Director Admissions & Registrar*)

Guest

Tina Hovekamp

Meeting began @ 3:30

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

Unfinished Business

1. Review Academic Affairs Committee minutes from 1/6/20
 - a. **Kirsten Hostetler motioned to approve, Wayne Yeatman 2nd, motion passed unanimously with suggested edits**
2. Review Curriculum Committee minutes from 1/14/20, 1/21/20
 - a. **Reviewed**

New Business

1. **Action Item: Proposal to create OER task force (Tina Hovekamp)—2nd reading**
 - a. Suggested members of the task force are Tina Hovekamp (Library), Tamara Marnell (Library), ASCOCC student representative, E-Learning Kristine Roschau, Julie Downing (Instruction), Frank Payne or Samantha McGraugh (Bookstore), 2 Faculty members representing transfer and CTE.
 - b. The task force will inform Faculty Senate of the plan.
 - c. Task force will report to Academic Affairs regarding the plan in late May.
 - d. **Jane Morrow motioned to approve the task force, Wayne Yeatman seconded.**

2. **Action Item: New Program Approval Process (Vickery)— 1st reading**
 - a. This proposal is defining a more comprehensive process over the existing one outlined in 2015.
 - b. The committee gave feedback regarding the process for new program approval.
 - i. Improved timeline
 - ii. Clearer process
 - c. Seeking input from the campus community, those not serving on Academic Affairs.

3. **Action Item: Curriculum Standard Feedback: Courses limited to one Foundational Studies or Discipline Studies List (Vickery)—1st reading**
 - a. The committee provided feedback that the best practice would be not allowing a course to be on both the Discipline Studies list and the Foundational Studies list with the exception of Cultural Literacy courses.

The meeting adjourned at 4:18 pm.

Next Meeting: is February 3, 2020 3:30 – 4:30, Max Merrill room