

Academic Affairs Meeting Minutes

Date: 06/08/2020, Monday 3:30-4:30 PM

Location: Zoom

Present (voting members):

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

Absent (voting members):

Julia Russell (*ASCOCC representative*)

Present (non-voting members):

Steve Broadbent (*IT Representative*)
David Schappe (*CTE Council*)
Jane Morrow (*Chairmoot Representative*)
Tyler Hayes (*Director Admissions & Registrar*)
Vickery Viles (*Director of Curriculum & Assessment*)
Krista Leaders (*Committee Specialist*)

Absent (non-voting members):

Tim Peterson (*Shared Governance Committee*)

Guests:

Tamara Marnell
Jacquie Coe
Jim Ellis
Alan Nunes
Kristine Roshau
Jessica Giglio
Darren McCrea

Meeting began @ 3:30

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

Unfinished Business

1. Review Academic Affairs Committee minutes from 5/18/2020
 - a. **Michael Hansen motioned to approve, Kirsten Hostetler 2nd, motion passed unanimously**
2. Review Curriculum Committee minutes from 5/12/2020
 - a. **Reviewed**

New Business

1. Action Item: Sustainability Course Identification Method (Betsy Julian) — 2nd Reading
 - a. **Dan Alberghetti motioned to approve, Betsy Julian 2nd, motion passed unanimously**
2. Action Item: Sustainability Course Taskforce: Recommendations for Learning Outcomes and Criteria (Owen Murphy) – 2nd Reading
 - a. **Amy Harper motioned to approve, Michael Hansen 2nd, motion passed unanimously**
3. Action Item: Textbook Affordability Plan (Tamara Marnell) – 1st Reading
 - a. Tamara summarized the work of a taskforce formed in January that had representation from the library, faculty, the bookstore, Kristine from e-learning.
 - b. The taskforce is hitting the four bullet points that were from House Bill 2213 that passed last year to create a plan that

- i. specifically targets amounts and students savings and
 - ii. addresses potential ways to mitigate the possible impact on the bookstore
 - iii. develop steps for advertising educating both faculty and students
 - iv. includes a statement of academic freedom
 - c. The two measureable goals for the end of the academic year 2021-2022 developed by the taskforce are:
 - i. 50% of all COCC sections designated as low-cost or no cost in the schedule
 - 1. Currently at about 1/3 at \$40
 - ii. 50% of all required textbooks will be in the library collections for students to borrow. Currently have about 20% in the library.
 - d. Moving forward the taskforce would like to form a standing workgroup to further work on textbook affordability and the impact on the bookstore through Fall 2020.
 - e. Discussion ensued regarding the specifics of the plan
 - i. The plan is to encourage faculty to choose low-cost textbooks through OER or free.
 - ii. The taskforce is not making a mandate for faculty to choose low-cost textbooks. The plan addresses the support of academic freedom.
 - iii. Suggestion to create a student web page and a faculty web page as resources for low and no-cost textbook options and explanations. The faculty page could be located under Instructional Resources and updated periodically with grant opportunities. The student page could be under Student Services or the library and then linked.
 - iv. Improve communication between the workgroup and the department to understand how textbook affordability is being addressed.
 - f. **Kirsten motioned to approve a one-year work group that reports quarterly to academic affairs with the option of expanding beyond one year based on the report findings. Amy seconded the motion. Motion passed unanimously.**
- 4. Informational Item: LMS task force update
 - a. RFI released in May, received 3 vendor's information for faculty review
 - b. Faculty are reviewing until fall 2020
 - c. A large faculty majority and approval from the President's office the RFP process will move forward.
- 5. Informational Item: Academic Affairs Committee End of Year report review-- (John Liccardo)
 - a. Reviewed

The meeting adjourned at 4:31 pm.

Next Meeting: is September 21, 2020 3:30 – 4:30, Max Merrill room