

Academic Affairs Meeting Minutes

Date: 09/21/2020, Monday 3:30-4:30 PM

Location: Zoom

Present (voting members):

Dan Alberghetti (*CTE Faculty*) – Chair
Matthew Higgins (*Faculty at Large*)
Jacquelyn Coe (*Transfer Faculty*)
Alan Nunes (*CTE Faculty*)
Andria Woodell (*Faculty Forum President*)
Carolyn Schmidt (*Classified Representative*)

Absent (voting members):

TBD (*ASCOCC representative*)
Kirsten Hostetler (*Transfer Faculty*)
Betsy Julian (*VPI*)

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
Tina Hovekamp

Meeting began @ 3:30

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

Unfinished Business

1. Review Academic Affairs Committee minutes from 6/8/2020
 - a. **Jacquelyn Coe motioned to approve, Matt Higgins 2nd, motion passed unanimously**
2. Review Curriculum Committee minutes from 5/12/2020
 - a. **Reviewed**

Old Business:

1. Action Item: Textbook Affordability Plan (Tamara Marnell) – 2nd Reading
 - a. Reviewed the purpose and work of the taskforce.
 - b. Highlighted the suggested changes from the first reading in June to the plan.
 - i. The addition of the estimated dollar amount of savings achieved by meeting the goal of 50% low or no cost textbooks.
 - ii. The addition of quarterly reporting by the taskforce to Academic Affairs.
 - c. Discussion ensued regarding the designation of a class as low or no cost when a textbook is used for sequential classes splitting the cost of the textbook over several terms.
 - d. **Andria Woodell motioned to approve, Carolyn Schmidt 2nd, motion passed unanimously**

New Business

1. Informational Item: Establish Norms for Academic Affairs Committee (Dan)
 - a. **Reviewed**
2. Informational Item: Review Academic Affairs Committee Charge (Dan)
 - a. **Reviewed**
3. Informational Item: Review 2019-20 End-of-Year Report (Dan)
 - a. **Reviewed**

Alan Nunes motioned to adjourn, Matthew Higgins 2nd, the meeting adjourned at 4:36 pm.

Next Meeting: is October 5, 2020 3:30 – 4:30, Zoom