



Committee End of Year Report 2019-20

Due June 15th to the Chair of the Shared Governance Committee

NOTE: While the Shared Governance Committee is asking you to submit this report to them, (Incoming Chair: Tim Peterson), please note that the real audience for this end of year report are the incoming committee members and chairs. Incoming chairs should make review of this document an agenda item at the first committee meeting in the fall.

Committee Name:

Circle Type of Committee: Advisory **Policy** Administrative Work Group Ad Hoc
(please see the [Committee Matrix](#) for this information)

Is your committee designated as the TYPE Of committee you thought it was or should it be changed? (Policy, Advisory, Administrative, Ad Hoc, Work Group—See General Policy Manual G-6-0 for an overview of Committees at COCC)

Academic Affairs Committee is appropriately designated as a policy committee.

Committee Chair reporting: John Liccardo

Date: 6/1/2020

Committee Specifics:

- a. Committee PURPOSE (Review [here](#) for your charge, and indicate if that charge is still relevant. NOTE: if your committee's charge is not on the web, please have it added)

CHARGE: The Central Oregon Community College Academic Affairs Committee advocates for instruction at COCC. This committee develops and recommends academic policy, facilitates and streamlines decision-making on academic issues, and facilitates communication across the campus community on academic issues.

- b. What decisions or recommendations does the committee make and to whom?

We make decisions on new academic programs, as well as policies and procedures that affect instruction.

c. Is your Committee the right size and composition? Why or why not?

The committee is the right size and composition. We have campus-wide representation in voting positions from CTE and transfer faculty, an at-large faculty representative as well as administrators and classified staff. We also have non-voting membership that allows for dispersal of information across campus and input in areas that we might need additional information. Having a student representative also strengthens the committee, although as in previous years, we struggle to get regular student attendance which is unfortunate.

CURRENT Committee member names and positions (see GP Manual for the area each member should be representing, i.e. faculty, faculty CTE, administration, classified, etc.) , noting the current chair, and Committee Specialist or note taker, if relevant.

Names	Position Representation
Current Chair: John Liccardo	Faculty representative: Transfer
Kirsten Hostetler	Faculty representative: Transfer
Dan Alberghetti	Faculty representative: CTE
Wayne Yeatman	Faculty representative: CTE
Michael Hansen	Faculty representative: At-large
Krista Leaders	Committee Specialist
Betsy Julian	VPI
Jane Morrow	Charmoot Representative
Vickery Viles	Director of Curriculum and Assessment
David Shappe	CTE Council Representative
Tyler Hayes	Registrar
Tim Peterson	Shared Governance representative (unofficial)
Steve Broadbent	IT representative
Carolyn Schmidt	Classified representative
Amy Harper	Faculty Forum FFX Member
Julia Russell	ASCOCC representative

NEXT Academic year membership, when known, including who will be the incoming chair:

Names	Position Representation
Incoming Chair: Dan Alberghetti	Faculty representative: CTE
Kirsten Hostetler	Faculty representative: transfer
Jaquelyn Coe	Faculty representative: transfer
Alan Nunes	Faculty representative: CTE
	Faculty representative: at-large
Krista Leaders	Committee Specialist
Betsy Julian	VPI
	Chairmoot Representative
Vickery Viles	Director of Curriculum and Assessment
	CTE Council Representative
Tyler Hayes	Registrar
	Shared Governance representative (unofficial)
	IT representative
	Classified representative
	Faculty Forum FFX Member
	ASCOCC representative

Committee Annual Report:

a. Summary of Accomplishments & Opportunities:

The committee made decisions on the following general action items:

1. Approved NEW Program proposal--Office Professional
2. Approved Related Instruction amendments
3. Approved Proposal to create SUS prefix task force to develop learning outcomes
4. Approved Proposal to create SUS prefix task force to develop models for implementation
5. Approved Academic Master Plan
6. Approved Proposal to create OER task force
7. Endorsed LMS recommendation to pursue presentation of 4 alternative LMS systems
8. Approved Advanced Placement Exam (AP) Updates According to SB 207
9. Approved Sustainability Course Identification Method
10. Approved Sustainability Course Taskforce: Recommendations for Learning Outcomes and Criteria
11. Elected Dan Alberghetti as AAC Chair for 2020-21

The following informational items were presented at various AA meetings:

1. Minutes from all Curriculum Committee meetings;
2. Reviewed Academic Affairs role in approving new programs
3. Reviewed New Program Approval Process
4. Reviewed Curriculum Standard Feedback: Courses limited to one FS or DS List
5. Reviewed OER Task Force recommendations

b. Needs and Challenges: (If there is anything that the Shared Governance Committee can do to help, let us know!)

1. We continue to struggle with attendance of ASCOCC student representative at AAC meetings.
2. There were several occasions where it was unclear if an agenda item brought to AAC was a voting item, a informational item, or if we needed a method to “endorse” an item. Clarifying how we stratify agenda items into these categories might be a very useful thing.

c. List any POLICY or PROCEDURAL changes to the GP Manual you proposed this year (those that were approved, and those that you are still working on).

None.

d. Considerations for next academic year:

1. Continue work OER task force recommendations
2. Evaluate changes with SUS prefix to determine if approved process is working
3. Evaluate Academic Master Plan Implementation
4. Continue with LMS review