

## Academic Affairs Committee Minutes

Date: 12/04/2023, 3:30 - 4:30 pm, MET 208 and Zoom

<p><b><u>Present (voting members):</u></b> Annemarie Hamlin (<i>Vice President of Academic Affairs</i>) Ralph Phillips (<i>CTE Faculty</i>) Jared Green (Dave Rep.) Becky Plassmann (<i>Faculty Senate Representative</i>) Scott Dove (<i>Classified Representative</i>) Paula Simone (<i>Academic Affairs Chair</i>) Jake Agatucci (<i>Transfer Faculty</i>) Kiri Simning (<i>Faculty at Large</i>)</p>	<p><b><u>Absent (voting members):</u></b> Monte Cheney (<i>Transfer Faculty</i>)</p>
<p><b><u>Present (non-voting members):</u></b> Chloe Inoue (<i>Committee Specialist</i>) Nicholas Recktenwald (<i>Director of Assessment and Curriculum, non-voting</i>) Beth Palmer (<i>CTE Council Representative</i>)</p>	<p><b><u>Absent (non-voting members):</u></b> Tyler Hayes (<i>Registrar</i>)</p> <p><b><u>Guests:</u></b> Brandi Dancen (<i>Apprenticeship Program Manager</i>)</p>

Meeting called to order at 3:30.

Note: **Approval and Action items written in red.**

### **Unfinished Business:**

1. Review Academic Affairs Committee Minutes from 11/20/23
  - a. Minor edit made.

**Ralph Phillips motioned to approve minutes with edits, Becky Plassmann 2<sup>nd</sup>, motion passed unanimously.**

### **New Business:**

**Action Item:** Automotive Maintenance and Light Repair Certificate, Jared Green, 2<sup>nd</sup> Reading

1. Specified that students can satisfy their Human Relations credit requirements, by taking BA 178 and BA 285.
2. The business math requirement will need to be revised.
  - a. Updates will need to be made prior to it going before the Curriculum Committee.
3. The Letter of Support has been signed by all members.

**Becky Plassmann motioned to approve, Annemarie Hamlin 2<sup>nd</sup>, motion passed unanimously.**

**Action Item:** HIM Medical Coding One Year Certificate, 2<sup>nd</sup> Reading

1. The Letter of Support has not been signed.
2. This item will be brought before Academic Affairs on January 8.

**Tabled.**

**Action Item:** Construction Trades & Apprenticeship Readiness Certificate, 1<sup>st</sup> Reading

1. “This program is designed to prepare students for registered apprenticeship positions in construction-related skilled trades, construction laborers, carpenters, and sheet metal workers.” 12-credit certificate, composed of three courses: APR 100, APR 105, and MTH 060.
  - a. This won’t be eligible for financial aid, since it is 12 credits.

2. Is *MTH 060: Basic Algebra* the most applicable course?
  - a. For apprenticeship programs that have a math requirement, it is always MTH 060.
  - b. MTH 060 is not offered as a College Now course.
  - c. If a high school student has already taken a course which satisfies this requirement, would that work?
  - d. This certificate follows similar procedures to Chemeketa Community College.
  - e. Should this be framed as *MTH 060 or higher*?
3. Nick will add budgetary information to this proposal, for the 2<sup>nd</sup> reading.
  - a. There is grant funding which will supplement the budgetary requirements, but in the future, budget funds will need to be allocated.

**Ralph Phillips motioned to approve, Kiri Simning 2<sup>nd</sup>, motion passed unanimously.**

*Meeting adjourned at 4:30.*