

Academic Affairs Meeting Minutes

Date: 1/8/2018, Monday 3:30-4:30 PM

Location: Max Merrill Room, Library 221

Present (voting members):

Stephanie André (*Transfer Faculty*) – Chair

Jessica Giglio (*Transfer Faculty*)

Amy Harper (*Faculty Forum President-elect*)

Betsy Julian (*VPI*)

Deb Malone (*Faculty at Large*)

Barbara Bellinger (*Classified Representative*)

Matthew Lachance (*CTE Faculty*)

Ken Swartwout (*CTE Faculty*)

Absent (voting members):

TBD (*ASCOCC representative*)

Present (non-voting members):

Jeff Floyd (*IT Representative*)

Stacey Donohue (*Shared Governance Workgroup*)

Krista Leaders (*Committee Specialist*)

Vickery Viles (*Director of Curriculum & Assessment*)

Courtney Whetstine (*Director of Admissions & Registrar*)

Absent (non-voting members):

TBD (*CTE Council Representative*)

Ron Boldenow (*ChairMoot Representative*)

Guests:

Ralph Phillips (*CIS*)

Eric Magidson (*CIS*)

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

Unfinished Business

1) **Review Minutes from 12/11/17 Meeting**

- a) The meeting was open to review the minutes from 12/11/17.
- b) Corrections suggested for attendance at meeting.
- a) Clarification regarding item 5i. **There is a responsibility of COCC to commit to marketing on the world stage.** Krista listened to the recording of the meeting again and the correct wording should be **There is a responsibility of COCC to commit to marketing in the growth stage.**
- c) **Motion to approve the minutes Jessica, 2nd Barbara with suggested changes**

- 2) Review Curriculum Committee minutes 12/12/17
 - a) No minutes to review
- 3) Second Reading: Stage two of CIS Cybersecurity AS proposal
 - a) CIS team added supplemental data of sizes of other community colleges that also have cybersecurity programs for comparison.
 - b) Enrollment expectations for CIS
 - i) 7 classes in single digits in Fall 2017, how would the proposed degree impact enrollment? The idea is the degree would help enrollment. Promotion as a degree would increase enrollment.
 - ii) Low enrollment in face-to-face classes, but high enrollment in online classes.
 - c) Transferability of classes from COCC to OIT. Some current classes will transfer and future classes in cybersecurity would be aligned with other OIT programs. OIT has verbal commitment to accept COCC classes for transfer that are in alignment with their program.
 - d) Some difficulty in contacting the registrar at OIT to find out how they handle COCC CIS classes that are CTE. The Bachelors of Applied Science degree is more liberal in accepting credits.
 - e) Before the degree program can go before the board there needs to be an agreement in writing with OIT about the level of compatibility.
 - f) Moving forward marketing of the courses can happen for Fall 2018, but as a complete program not until the program has been approved.

Betsy motioned to approve the proposed CIS AS degree be moved forward for the 2018/19 catalog contingent upon getting written documentation to Betsy from OIT about the transferability and compatibility of the program. Amy 2nd, motion passed

- 4) Second Reading: Stage two of CIS Cybersecurity short-term certificate of completion proposal
 - a) Promotion of the program as a career path consisting of 4 classes
 - b) Appeals to network administrator with security credentials looking to give direction to their career path or add enhancements to their credentials.

Betsy motioned to approve to move to curriculum for the 2018/19 catalog, Amy 2nd. All in favor, motion passed.

New Business

- A. *Information Item*: Policy Proposal Flowchart –Stacey will revise the chart based on feedback and use.
- B. Discussion: Should revising program and course fees be within Academic Affairs' purview? No discussion

Betsy Julian motioned to adjourn, Amy Harper 2nd

The meeting adjourned at 4:27pm.

Next Meeting: Monday, January 22, 2018 – Max Merrill, Library 221 at 3:30 p.m.