

Academic Affairs Meeting Minutes

Date: 05/13/2019, Monday 3:30-4:30 PM

Location: Max Merrill Room, Library 221

<p><u>Present (voting members):</u> Jessica Giglio (<i>Transfer Faculty</i>) – Chair Michael Hansen (<i>Faculty at Large</i>) John Liccardo (<i>Transfer Faculty</i>) Ken Swartwout (<i>CTE Faculty</i>) Wayne Yeatman (<i>CTE Faculty</i>) Amy Harper (<i>Faculty Forum President</i>) Barbara Bellinger (<i>Classified Representative</i>)</p>	<p><u>Absent (voting members):</u> TBD (<i>ASCOCC representative</i>)</p>
<p><u>Present (non-voting members):</u> Tyler Hayes (<i>Director Admissions & Registrar</i>) Betsy Julian (<i>VPI</i>) Paula Simone (<i>CTE Council & ChairMoot Representative</i>) Jeff Floyd (<i>IT Representative</i>) Vickery Viles (<i>Director of Curriculum & Assessment</i>) Stacey Donohue (<i>Shared Governance Committee</i>) Krista Leaders (<i>Committee Specialist</i>)</p>	<p><u>Absent (non-voting members):</u></p>

Meeting began @ 3:30

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

Unfinished Business

- 1) Review Academic Affairs Committee minutes from 4/29/19
 - a) **Wayne Yeatman motioned to approve, Barbara Bellinger 2nd, motion passed unanimously with suggested edits**
- 2) Review Curriculum Committee minutes from 4/16

New Business

- 1) **First Reading: Academic Affairs Form update**
 - a) Discussion ensued about options for type of agenda item and what additional information is required with submission, the decision was made to table the item.
- 2) **Task Force Recommendation: Related Instruction Outcomes**
 - a) Task force went to CTE Council with recommendations and received positive feedback
 - b) Michael Hansen will take the recommendations to Chairmoot for feedback
 - c) The recommendation of a course being taught or monitored by a qualified instructor is still in need of clarification for all types of related instruction, especially Human Relations.

- d) Faculty will work with curriculum to outline how their course meets the requirements for related instruction.
- e) **John Liccardo motioned to approve, Wayne Yeatman 2nd, motion passed unanimously with suggested edits**

The meeting adjourned at 4:27 pm.

Next Meeting: is scheduled for May 13, 3:30 – 4:30, Max Merrill room