

DRAFT

Academic Affairs Committee Year End Summary 2022-23

Chair: Paula Simone – CTE Faculty Rep

Voting Members:

Kiri Simning – Faculty-at-Large Rep

Julie Come – Transfer Faculty Rep

Jake Agatucci – Transfer Faculty Rep

Ralph Phillips – CTE Faculty Rep

Becky Plassmann – Faculty Senate Rep

Chloe Vogel – Committee Specialist & Classified Rep

Annemarie Hamlin – VPAA

Non-Voting Members:

Tyler Hayes - Registrar

Sara Henson; Mindy Williams; Hal Wershow;
Matt Novak; or Kristen Hostetler – FFEC Rep

Shannon Waller – ChairMoot Rep

David Schappe – CTE Council Rep

Tyler Hayes – Director of Admissions and Registrar

Nicholas Recktenwald – Director of Assessment and Curriculum

AA made the following decisions this year:

Approved New Programs & Program Changes:

- Community Health Certificate Approved
- Art added DSGN as subject code

Task Forces and Work Groups Created:

- Continued Work: Grade Appeals Task Force; Charge is to research, review and recommend changes in the GPM A-20-1 and A-20-1.1 in regards to the Grade Appeal policy and procedure considering the perspectives of both the student and the faculty member.

Approved Changes to GE Outcomes

Approved Changes to Academic Policy:

- Update policy and procedure language for transcripts (G-30-19 & A-29-0)
- Course Substitutions & Waivers (A-11-0)

Approved Changes to Institutional Syllabus

Informational Presentations made at AA this year:

- Academic Affairs should be involved in any reviews that could potentially end a program.
- MTM's for Business & English Literature
- Discussion on AW extension – did not move forward

- Curriculum and LOA under AA. Nick can represent Curriculum, but need either a person or report to AA from LOA.
 - As noted in minutes from this year:
 - LOA should coordinate and communicate with the Academic Affairs Committee, a requirement that is listed both on the LOA webpage and in the GPM.
 - The webpage for the Curriculum Committee doesn't mention anything about presenting to Academic Affairs, but those procedures are mentioned in the GPM.
 - The Curriculum webpage should also reflect this
 - RSC could clear up the procedural language on their webpage.

Needs and Challenges of the Committee:

The form used to bring proposals to the AA committee is the one used for all policy committees, but could use an update in terms of wording and possibly made into a Qualtrics form. This would help with workflow for the Chair.

There are still some areas in which there are possible overlaps between Faculty Senate and Academic Affairs. Continued communication and methods for increased communication with Faculty Senate may be needed in the future.

LOA and the Curriculum Committees are sub-committees of AA. The relationships with these sub-committees could be strengthened. LOA did not even bring a report to AA, but this is something that would be beneficial at regular intervals in the future.

Things to Work on Next Year:

- First Reading on June 12th agenda - Grade Appeals Task Force
- More connection and communication with the following bodies: Faculty Senate, Curriculum Committee and LOA
- Update the form used to bring proposals to AA committee