Academic Affairs Council Meeting
March 17, 2022
10:00 AM In-Person

I. Call to Order @ 10:05 AM

Members Present

X	Employee Name	X	Employee Name
X	Darci Cather	X	Kristin Shelby
X	Brenda Brown	X	Craig Bradley
X	Ginger Harner	X	Greg Mason
X	Judith Dollins	X	Tim Frizzell
X	Lora Clark	X	Teale Betts
X	Amanda Hannan	X	Vicky Cornelissen (recorder)
X	Blake Goforth (Zoom)	X	Ruth Smith
	Tanya Hill		Mindy Ashby
	Mike McNally		

II. Approval of January 20, 2022 Minutes

- Corrections made, Blake Goforth participated via Zoom, spelling of Amanda's name.
- Chair to review and approve corrections.
- Vicky will send to Jonathan Van Meter to post on Shawnee website.
    i. https://shawneecc.edu/about/shared-governance/academic-affairs-council

III. Additions to the Agenda – None added.

IV. Items for Discussion

- **Website:**
    i. Shared governance reviewed on website: shawneecc.edu/about/shared-governance
    ii. Select Governance Committees / Breakdown from Executive Council
    iii. Shared Governance Manual 2021-2022 is available, which includes policy definitions and calendar of meetings.
    iv. Discussed rubric of policies, priorities to see which policies will be changed first.
        1. Noting, all will eventually roll down to Academic Affairs to review and discuss.
    v. Request, to have a standard meeting name for minutes.
    vi. Rubric, ask yourself, does it have a clear purpose, does it have a need.
    vii. All links are a work in progress, continually evolving.
    viii. We can add to the website we have, some items will be standard.
    ix. KEY – Shared work, shared governance.

1. Designed to be a collaborative effort.
2. Designed to be public, our commitment to transparency.
3. Minutes available to view.
4. Shows the activity of council committee teams.
5. Shows the importance of processes.

x. The rubric will help us prioritize policies.
xi. We may have the ability to review after executive council.
xii. Strategic Planning will probably be the first on the list for review.
xiii. End result, after completion of all reviews, hopefully we will only have to review every few years.
xiv. Reality, it is a draft – feedback can always be incorporated, it just needs to be provided.
xv. Questions can go to Darci, and Jonathan will help post.
xvi. Availability to review other committee notes within the website.
xvii. Next year is our year to knock out items before HLC arrival. *(Higher Learning Commission)*
xviii. A lot of our work, our narrative will drive our reports.
1. This removes the paper copies, example of C&I efforts.

- **Guided Pathways:**
  - **i. CCRC Summer Institute**
    1. Started a few years ago, division chair and a few others.
    2. Was supposed to roll out next year (fall 2022).
    3. Student has an intentional plan.
       a. Intention to have a little bit of students course work prior to a transition into Shawnee Community College.
    4. We have curriculum guides.
    5. Currently we have to go through guided pathway for directives of ICCB.
    6. A good book to review, "*Redesigning America's Community Colleges, A Clearer Path to Student Success*", by Thomas R. Bailey, Shanna Smith Jaggars, Davis Jenkins, ISBN: 9780674368236.
    7. We (Academic Affairs) review the leading metrics (15 credit hours 1st semester, 30 credit hours first year, etc.).
       a. Find strategies to keep students on the path.
       b. Ensure students are learning.
       c. CCRC focused on student affairs.
          i. Tentative dates in July:
             1. Week of July 18
             2. Last week of July
                a. Require 1 person from transfer faculty.
                b. Require 1 person from CTE faculty.
          ii. Tuesday and Thursday afternoon.
             1. Working session on a Wednesday afternoon.

  - **ii. NCII Rural Guided Pathways Project**
    1. This is a three (3) year project.
    2. Have to engage student and community stakeholders.
    3. More competitive (only a handful are chosen nationally).

4. We will investigate further, will work on other pillars also:
    a. Schedule (goal)
    b. Program Mapping (goal)
    c. Registration (goal)
5. Will have a guided pathway coach.
6. Opportunity and aligns with many of our strategic plan goals.
7. Darci will be happy to answer any questions anyone has.
    a. Concerns
    b. Common Goals
8. Community college is the conduit to bringing everyone together.
    a. Identify our partners.
    b. We have to go to six (6) institutes over the course of three (3) years.
    c. Participation depends on what the topic is (participation often rotates).
9. Success rate is pretty high.
    a. Suggestion to review Lakeland College to review similar research.
        i. https://www.lakelandcollege.edu/wp-content/uploads/2019/03/Student-Focus-Group-Report.pdf "*Guided Pathways Leadership Team, Guided Pathways Student Focus Groups Review of Findings Spring 2019*" – Lake Land College, Mattoon, Illinois website.
    b. Shawnee's would be more tailored to our rural communities / institution.
10. Question was asked - We have not been selected, YET, does the team want to participate. Some below comments and concerns:
    a. It is not just program services, making it less complicated, simpler more transparent.
    b. Guided pathways is almost like a GPS system.
    c. Do we have the capacity to help build.
    d. Finding out where there are gaps or barriers.
    e. Can be overwhelming, but can make it more effective.
    f. Guided pathways can make Shawnee Community College more accountable.
    g. What we are seeing in some states is completion based funding.
    h. Review our process as to how we need to complete effectively.
    i. Try to get ahead of the curve.
    j. Communities want help in the back-to-basic, or help with the application process.
    k. More information is forthcoming this fall. (2022)
11. Question was asked – Are we comfortable moving forward with NCII 3 Year Project. Response: Team would like to table the motion, wanting more information. Some continued comments and concerns:
    a. Faculty did go to training.
    b. Appears to be a large time investment.
        i. Staff and faculty at this time feel "excessive new things".
        ii. Concern of adding more deadlines to faculty.
        iii. Faculty wants more information.
    c. Designed to streamline the process, flow with our strategic plans.

d. How do we know students will follow.
e. Advising Team will have to be trained.
f. Where is the bulk of the work going to fall onto faculty.
g. In order to be successful everyone needs to be on point.
h. People will have to adapt to change.
i. Benefits of having a blended team.
j. There are a lot of components, but will only focus on the 3 (Schedule, Program Mapping, Registration).
k. Wanting a two (2) year's schedule for mapping.
l. Career Services prints out, or advises on transfer information and provide information articulating what courses a student needs to take to achieve their career goals.
m. Best practices, measurements, aligning pieces.

- **Convocation – Theme Values**
    i. Will be here before we know it, would like a theme.
        1. Using guided pathways, maybe bring in a speaker.
        2. Start with why, what is it we value.
        3. Want it to be educational and fun.
        4. Budget – we have a speaker, needs to be motivated and captures the audience attention.
            a. Darci Cather was volunteered for this position.
        5. Need to feed the faculty well – this was highly stressed.
            a. No to cafeteria chicken.
                i. Discussion on previous venues and how meals were nicer than what has been had (shrimp cocktails).
        6. Send Darci suggestions.

V. Other Business / Questions

- No New Business

VI. Upcoming Meeting Dates

- **Thursday, April 21, 2022 @ 10:00 AM / River Room**

VII. Adjournment

Craig Bradley made a motion to adjourn Academic Affairs Council Meeting, second by Kristin Shelby. All voted in favor and the motion carried.
The meeting adjourned at 11:50 AM

Attachments:
None