Academic Affairs Council Meeting
February 15, 2024
10:00 AM River Room

Members:

x	Mike McNally		Hailey Merriman
x	Amanda Hannan		Brenda Brown
x	Dr. Kristin Shelby		Blake Goforth
x	Craig Bradley	x	Rebecca Steinmetz
x	Lorena Hines		
x	Dr. April Teske		Dr. Tim Taylor

Meeting Facilitator: Lorena Hines

Meeting Minutes: Becky Steinmetz

I. **Call to Order** at 10:07 a.m. by Lorena.
II. **Member Roll Call**
III. **Approval of February 1, 2024 Minutes** A motion to accept the minutes as presented was made by Mike and seconded by Mandy. All Approved.
IV. **Additions to the Agenda**
V. **Team Reports**
    a. **Assessment:** No updates from last meeting.
    b. **C&I:** No updates from last meeting. C&I will reviewing the KIN courses and begin their competency work.
    c. **Academic Standards:** AST met last week. At the last meeting, they reviewed the Scheduling Procedures. Also, the FY26 adjustments were made to submit to the BoT.
    d. **Academic Leadership:** ALT is discussing the scheduling process and timeline to include involving Student Affiars in the process. Dr. Muckler will be doing a WIDS training. Dr. Teske, Dr. Muckler, and Rob Lucas will be doing a training on Weave and Simple Syllabus to understand how these systems currently work and how they will communicate with WIDS.
VI. **Action Items**
    a. **Discussion on Increasing the faculty involvement at Share Government meetings**
    Dr. Teske is concerned about the number of faculty involved in Shared Governance. She feels some teams don't have enough faculty representation, while others have representation but faculty have conflicting schedules. Faculty need a voice in the Shared Governance. Dr. Teske would like to meet with the faculty about attending Shared Governance and the importance of their attendance and feedback, along with, where to find the Shared Governance files on the drive for available resources.

b. Discussion on faculty involvement at meetings in spring and fall due to changes in teaching schedules and options to change committees

Covered during discussion in point a.

c. Any other action items

VII. Old Business

a. Culture of Learning Policy amended (2nd read)

Lorena brought changes she and Hailey has proposed. Dr. Teske first reviewed the Policy box located at the top of each policy and where to find the information to complete that box. The council worked together to condense the policy and finalize the policy. Lorena will update the box. A motion was made to approved Culture of Learning Policy as revised by Dr. Shelby and seconded by Craig. All approved.

I. New Business

a. Update on Assigned policies from the last meeting from team groups

1. Curriculum Quality/Management – Mike and Blake

Mike brought his and Blake's proposed changes to policy along with Dr. Taylor's and Brenda's feedback. The team collaboratively made final revisions to the policy using the given feedback. A motion was made to accept the Curriculum Quality and Management Policy as amended by Mandy and seconded by Craig. All approved.

2. Scholarship Excellence – Craig and Brenda

Craig brought his and Brenda's recommendations to the council. The council reviewed given suggestions and recommendations and made revisions accordingly. Tabled due to time restraints. Dr. Teske presented some additional changes for review. The Council reviewed. Dr. Shelby made a motion to accept the policy as amended by Dr. Teske with Mandy second. All approved via email.

b. Other items

c. IX. Next Meeting on March 21th, 2024

x. Adjournment A motion was made to adjourn at 12:15 p.m. by Mike and seconded by Mandy. All approved.