



*Academic Affairs Minutes
February 9, 2026 at 2:00pm
River Room*

Chair: (Rachael Trotter)

Roll Call:

<input checked="" type="checkbox"/>	Blake Goforth	<input type="checkbox"/>	Dean of Transfer	<input checked="" type="checkbox"/>	David Black
<input type="checkbox"/>	Danielle Boyd	<input checked="" type="checkbox"/>	Ginny Severs	<input checked="" type="checkbox"/>	Dr. Melanie Pecord
<input type="checkbox"/>	Dr. Ian Nicolaides	<input checked="" type="checkbox"/>	Becky Steinmetz	<input type="checkbox"/>	Reece Rutland
<input checked="" type="checkbox"/>	Rachael Trotter	<input checked="" type="checkbox"/>	Mackenzie Scherer	<input checked="" type="checkbox"/>	Jennifer Watkins
<input type="checkbox"/>	Sheryl Ribbing	<input checked="" type="checkbox"/>	Teale Betts	<input type="checkbox"/>	

I. Call to Order at 2:03 p.m. by Rachael.

II. Approve Minutes of January 12, 2026 Meeting A motion to accept the minutes as presented was approved by Blake and seconded by Teale. All approved.

III. Additions to the Agenda

IV. Reports from Other Shared Governance Meetings

V. Items for Discussion

a. Prioritization of Outstanding Operating Standards
Curriculum Management

- A2100.05 Program / Major Pathway Development / Improvement
- A2100.10 New Program Requirements
- A2100.20 Course Development
- A2100.25 Course Numbering
- A2100.30 Course Credit-Hour Determination
- A2100.35 Course Outlines and Syllabi

Educational Leadership

- A2200.35 Academic Honors
- A2200.40 Credit for Life / Work Experience
- A2200.45 Credit for Military Experience
- A2200.50 Credit for Professional Licensure
- A2200.55 Academic Renewal / Credit Exclusion / Forgiveness

- A2200.70 Field Trips
- A2200.75 Independent Study

Faculty Quality

- A2300.15 Tenure Procedures
- A2300.40 Teaching Standards
- A2300.45 College Service Standards
- A2300.50 Community Service Standards

Teaching Standards

- A2400.05 Alternate Methods of Instruction
- A2400.15 Grade Submission
- A2400.20 Course Section Evaluation from Students
- A2400.25 Selection of Course Materials
- A2400.30 Retaining Examinations and Other Evaluative Material

Dr. Pecord presented the outstanding operating standards that need to be completed. She felt the task might be easier if we work in one grouping at a time. The Council prefers to start with the Curriculum Management section. Becky recommended starting from the bottom of that section and working our way up through Curriculum Management. Dr. Pecord will review that section to involve the right people for creation. This will be presented at the next meeting.

b. Academic Calendar

Becky made a draft of the AY 28-29 Academic Calendar. This was presented to the team. Noted changes need to include Election Day per the approved policy. This will push the Fall semester back by one instructional day. The team approves this calendar with the changes.

c. Strategic Plan 2026-2030

Dr. Pecord presented the Strategic Plan initiatives for feedback as to which initiatives are priority to the College, as well as realistic. The council thoroughly discussed the initiatives as to how they relate from one to another. Dr. Pecord will take the initiatives back to Cabinet.

d. Committee Charge

i. FY 2026 Priorities

Dr. Pecord reviewed our Committee Charge and our FY26 priorities. We have completed some of those priorities already.

VI. New Business

VII. Old Business

a. Tutoring

Dr. Pecord reviewed Navigate 360 will help with tutoring and tracking. She believes once we start using it, Navigate 360 will be a great asset in tutoring and more.

VIII. Announcements

- a. ASPEN Interview
We are in the next phase of the ASPEN award process.
- b. President's Evaluation
Dr. Taylor's evaluation will be posted for the College to review.
- c. Interim Director of Nursing (Dr. April Dollins)
Dr. Dollins will be filling in the role of DON until we can find someone who can fill the Dean of AH/Nursing. Accreditors require the DON portion to be filled within 30 days of it becoming vacant.
- d. Library
Christina has a lot of great ideas. She is moving around the library to attract new readers and increase utilization opportunities.
- e. CCSSE
This is an evaluation of the College that focuses mainly on Student Affairs issues. They will pick a selection of sections to administer the survey. Dr. Pecord will notify those faculty as the information becomes available.

IX. Adjournment A motion to adjourn was made by Teale and seconded by Mackenzie. All approved.