

**Northshore Technical Community College  
Academic Affairs Meeting  
May 1, 2020 1:00 p.m.  
Minutes**

**Present:** Daniel Roberts, Paul Donaldson, Darriona Lee, Christy Montgomery, Melandie McGee, Christi Marceaux, Lizette Leader, Margaret Keller, and Nichole Labat

**Absent:** Dewayne Lambert, Melandie McGee, Khiem Ngo, and Karolyn Harrell

**Guest:** None

**I. Welcome**

**II. Minutes from February 7, 2020 Meeting**

Paul Donaldson recommended changing the maximum credit hours for not in good standing from 12 credit hours to 13 credit hours to account for courses with lab requirements. Christi Marceaux motioned to approve the February 7, 2020 Meeting Minutes with stated revisions. Paul Donaldson seconded the motion. The motion was unanimously approved.

**III. Old Business**

**A. Learning Management Policy (Daniel Roberts)**

Daniel Roberts presented the new Learning Management Policy to the Committee. After a brief discussion and review, the item was table until a later meeting.

**IV. New Business**

**A. Credit for Prior Learning Policy (Daniel Roberts)**

Daniel Roberts reviewed and updated the Committee on revisions to the Credit for Prior Learning Policy. Paul Donaldson recommended moving the proposed revision from the ACT Examination for Credit section to item #7 under Guidelines. Roberts recommended sharing the proposed policy with faculty through each Associate Provost. After a brief discussion, the item was tabled the time until a later meeting.

**B. Day One Guarantee Policy (Daniel Roberts)**

Daniel Roberts reviewed and updated the Committee on revisions to the Day One Guarantee Policy. After a brief discussion, Paul Donaldson motioned to approve the revisions to the Day One Guarantee Policy. Margaret Keller seconded the motion. The motion was unanimously approved.

**V. Discussion**

**A. AY 2020-2021 Academic Affairs Subcommittees (Daniel Roberts)**

Daniel Roberts discussed with the Committee that college would add additional subcommittees to the academic affairs structure. As a result, the Committee would revise its current members and begin establishing subcommittees for review at the next Committee meeting.

Please forward all agenda items and handouts to Daniel Roberts one week prior to the meeting.

**B. Fall 2020 Schedules** (Daniel Roberts)

Daniel Roberts shared with the Committee that our faculty schedules may look a little different for on-campus courses this fall. Faculty may need to consider having half of a course on-campus one day and then the other half of the course on-campus another day. Creativity and flexibility will be key to navigating the fall semester.

**C. AY 2020-2021 Faculty Rank & Promotion Deadline** (Daniel Roberts)

Daniel Roberts reminded the Committee that the AY 2020-2021 Faculty Rank & Promotion eligibility was emailed to all faculty. The deadline to submit Faculty Rank & Promotion applications to their respective Associate Provost is Friday, October 16, 2020 at 4:00 pm.

**D. SACSCOC Candidacy Visit Update** (Daniel Roberts)

Daniel Roberts reminded the Committee that the college's SACSCOC Candidacy Visit is scheduled for June 8 through June 11, 2020. More information will be communicated once the candidacy committee determine logistics.

**VI. Next Meeting**

Next Academic Affairs Committee Meeting to be determined.

**VII. Adjourn**

Nichole Labat motioned to adjourn the Committee meeting at approximately 2:00 pm. Margaret Keller seconded the motion. The motion was unanimously approved.