

**Northshore Technical Community College
Academic Affairs Meeting
February 26, 2020 1:00 p.m.
Minutes**

Present: Dewayne Lambert, Amanda Jacob, Christi Marceaux, Christy Montgomery, Cindy Knight, Daniel Roberts, Darriona Lee, Gabriel Berger, Khiem Ngo, Lizette Leader, Melandie McGee, Neal Harris, Sarah Alford

Absent: Alverneece Johnson and Jim Carlson

Guest: None

I. Welcome

II. Minutes from November 13, 2020 Meeting

Amanda Jacob motioned to approve the November 13, 2020 Meeting Minutes. Lizette Leader seconded the motion. The motion was unanimously approved.

III. Old Business

A. Curriculum Review & Development Policy (Daniel Roberts)

After a brief discussion, Daniel Roberts tabled this policy until a later meeting.

IV. New Business

A. Program Advisory Committee Policy (Paul Donaldson)

The Program Advisory Committee Policy was discussed and tabled until a later meeting.

B. 2021-2022 Academic Calendar (Paul Donaldson)

The 2021-2022 Academic Calendars were discussed and tabled until a later meeting.

V. Discussion

A. New Degrees and Certificates Discussion (Daniel Roberts)

Daniel Roberts reported that the Louisiana Transfer Degrees (Associate of Arts and Associate of Science degrees) should be up for review with Board of Regents in March. Also indicated intent to revise the Electric Line program from a technical diploma to a Certificate of Technical Studies program as the highest exit point (under AGS).

B. Two-Year Course Scheduled and Academic Calendar (Daniel Roberts)

Daniel Roberts discussed efforts underway to map out semester-by-semester course offerings within programs of study, map out course offerings, and publish academic calendars with more advance (such as two-years).

A conversation was also held on second start and intersession courses. Roberts discussed a sharing initiative at the system office to help support smaller sessions like these. Conversations around faculty workload and financial aid

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

were discussed. A recommendation was made to poll students on types of courses that would be of interest in shorter sessions.

C. Course Section Dashboard (Daniel Roberts)

Daniel Roberts is working with Amy Cable and Paul Donaldson on metrics used to establish this dashboard. He noted some complications with concurrently enrolled courses in technical programs like welding. The report is available in LoLA, but he will note when some of the issues with our metrics are worked out.

D. Articulation Agreements (Daniel Roberts)

Signing ceremony is scheduled with Grambling State University for a business pathway next week. He also discussed cooperative agreements pending with LCTCS institutions to facilitate enrollment at programs not offered by NTCC but student interest exists in our service area.

E. Academic Integrity Policy (Amanda Jacob)

Amanda Jacob asked to have faculty senate placed on agenda at the next meeting to discuss academic integrity and some issues surrounding student dishonesty across courses, programs and campuses. Christy Montgomery discussed functionality in Maxient to help facilitate academic integrity issues across the college. A discussion was also held on challenges with Respondus Monitor. May need to further discuss development of a policy and/or student code of conduct revision.

VI. Next Meeting

Next Academic Affairs Committee Meeting will take place March 19, 2021 at 1:00 pm.

VII. Adjourn

Lizette Leader motioned to adjourn the Committee meeting at approximately 2:03 pm. Amanda Jacob seconded the motion. The motion was unanimously approved.