

**Northshore Technical Community College**  
**Academic Affairs Meeting**  
**June 6, 2022 1:00 p.m.**  
**Minutes**

**Present:** Daniel Roberts, Paul Donaldson, Melandie McGee, Amanda Brammer, Amanda Jacob, Owen Smith, Kim Finch, Cindy Knight, Dewayne Lambert, Nichole Labat, Deborah Carambat, Christi Marceaux, Sandy Yaeger, and Sarah Pinion

**Absent:** Christy Montgomery, Alverneece Johnson, Jim Carlson, Alan Dykes, and Chaia Wiley

**Guest:** None

**I. Welcome**

**II. Minutes from April 13, 2022 Meeting**

Amanda Jacob motioned to approve the April 13, 2022 Meeting Minutes. Paul Donaldson seconded the motion. The motion was unanimously approved.

**III. Old Business**

**IV. New Business**

**A. Online Learning Policy - Revision (Daniel Roberts)**

Daniel Roberts shared the revised Online Learning Policy with the Committee. Amanda Jacob also added additional details to the revision. After a brief discussion, Kim Finch motioned to approve the revised Online Learning Policy. Paul Donaldson seconded the motion. The motion was unanimously approved.

**B. Faculty Roster & Show/No Show Policy – Revision (Daniel Roberts)**

Daniel Roberts reviewed the revised Faculty Roster & Show/No Show Policy with the Committee. Amanda Jacob reviewed the pilot being tested this summer with the Committee. After a brief discussion, Nichole Labat motioned to approve the revised Faculty Roster & Show/No Show Policy. Sandy Yaeger seconded the motion. The motion was unanimously approved.

**C. Faculty Rank & Promotion Policy – Revision (Daniel Roberts)**

Daniel Roberts shared the revised Faculty Rank & Promotion Policy with the Committee. Amanda Jacob provided additional feedback from Faculty Senate concerning the revisions. After a brief discussion, Cindy Knight motioned to approve the revisions to the Faculty Rank & Promotion Policy. Kim Finch seconded the motion. The motion was unanimously approved.

**V. Discussion**

**VI. Next Meeting**

Next Academic Affairs Committee Meeting will be on July 25, 2022 at 2:00 pm.

**VII. Adjourn**

Amanda Jacob motioned to adjourn the Committee meeting at approximately 2:00 pm. Kim Finch seconded the motion. The motion was unanimously approved.

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