

**Northshore Technical Community College
Academic Affairs Meeting
January 26, 2024 9:00 a.m.
Minutes**

Present: Daniel Roberts, Melandie McGee, Amanda Jacob, Sandy Yaeger, Dewayne Lambert, Allie Johnson, Owen Smith, Kim Zanders, Sarah Pinion, Kim Finch, Angie Balius proxy for Cindy Knight, Amy Fleming, Christi Marceaux, Britanie Breland, and Natasha Foret

Absent: Bridget LaBorde, Adronisha Frazier, John Polk, Danaty Moses, Frank Fudesco, and Briana Vinet

Guest: None

I. Welcome

II. Minutes from October 25, 2023 Meeting

Kim Finch motioned to approve the Meeting Minutes. Amanda Jacob seconded the motion. The motion was unanimously approved.

III. Old Business

A. Faculty Workload Policy (Daniel Roberts)

Daniel Roberts shared updates on the Faculty Workload Policy with the Committee. Natasha Foret provided feedback from Faculty Senate with review of the Faculty Workload Policy. Roberts provided an overview of upcoming Academic Affairs policies and revisions required because of recent organizational structure changes. Roberts asked that any additional revisions by the Committee be submitted to him prior to the next Committee meeting.

IV. New Business

A. Faculty Professional & Educational Requirements Policy

No decision. Item tabled until later meeting.

B. Day One Guarantee Policy

No decision. Item tabled until later meeting.

C. Curriculum Review & Development Policy

No decision. Item tabled until later meeting.

D. Online Learning Policy

No decision. Item tabled until later meeting.

E. Transfer & Articulation Policy

No decision. Item tabled until later meeting.

F. Student Course Load Policy

No decision. Item tabled until later meeting.

G. Academic Renewal Policy

No decision. Item tabled until later meeting.

H. Textbook Adoption Policy

No decision. Item tabled until later meeting.

I. Faculty Rank & Promotion Policy

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

No decision. Item tabled until later meeting.

V. Discussion

A. CourseDog Catalog Update (Daniel Roberts)

Daniel Roberts provided an update to the Committee on CourseDog Catalog software that will launch the next academic year's College Catalog. Roberts also shared how the catalog software will interact with the scheduling software.

B. DirectConnect to Southeastern and Southeastern Site (Daniel Roberts)

Daniel Roberts provided the Committee with an update on the recently signed DirectConnect to Southeastern program that is a new partnership with Southeastern Louisiana University. Roberts added that the off-campus site name will be changed from Connect to Success Site to Southeastern Site with SACSCOC. Amanda Jacob recommended exploring to give Southeastern staff access to ConexEd and DirectConnect cohort of students in the future.

VI. Next Meeting

Next Academic Affairs Committee Meeting will be on March 8 at 9:00 am.

VII. Adjourn

Amanda Jacob motioned to adjourn the Committee meeting at approximately. Natasha Foret seconded the motion. The motion was unanimously approved.