

**Northshore Technical Community College
Academic Affairs Meeting
January 28, 2022 1:00 p.m.
Minutes**

Present: Daniel Roberts, Alverneece Johnson, Amanda Brammer, Amanda Jacob, Deborah Carambat, Dewayne Lambert, Christi Marceaux, Nichole Labat, Christy Montgomery, and Cindy Knight

Absent: Paul Donaldson, Melandie McGee, Jim Carlson, Alan Dykes, Chaia Wiley, and Melandie McGee

Guest: None

I. Welcome

II. Minutes from November 12, 2021 Meeting

Amanda Jacob motioned to approve the November 12, 2021 Meeting Minutes. Amanda Brammer seconded the motion. The motion was unanimously approved.

III. Old Business

A. Early Admissions Policy (Daniel Roberts)

Daniel Roberts reviewed the new Early Admissions Policy with the Committee. After a brief discussion, the item was table until a later meeting.

B. Faculty of Record Policy (Daniel Roberts)

Daniel Roberts reviewed updates to the proposed Faculty of Record Policy with the Committee and answered questions. Christi Marceaux motioned to approve the new Faculty of Record Policy. Amanda Jacob seconded the motion. The motion was unanimously approved.

C. Second Associates Degree Policy (Daniel Roberts)

Daniel Roberts reviewed updates to the proposed Second Associates Degree Policy with the Committee and answered questions. Amanda Brammer motioned to approve the new Second Associates Degree Policy. Nichole Labat seconded the motion. The motion was unanimously approved.

IV. New Business

A. Academic Calendars 2022-2023 (Daniel Roberts)

Daniel Roberts shared the Academic Calendars 2022-2023 with the Committee. After a brief discussion, Nichole Labat motioned to approve the Academic Calendars 2022-2023. Cindy Knight seconded the motion. The motion was unanimously approved.

B. Faculty Workload Policy Revision (Daniel Roberts)

Daniel Roberts discussed revisions to the Faculty Workload Policy with the Committee and shared lecture equivalency hours for natural science labs at other LCTCS institutions. An official policy revision would be presented at later meeting. As a result, the item was tabled.

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

V. Discussion

A. Sub-Committee (Daniel Roberts)

- i. **Credit for Prior Learning by Work Experience Review**
Additional information will be presented at a later meeting.

B. Faculty Senate Update (Amanda Jacob)

Amanda Jacob provided a Faculty Senate Update. Jacob discussed current faculty senate initiatives and faculty dues. Jacob added that upcoming faculty senate election are taking place this spring semester.

C. Online Learning Update (Amanda Jacob)

Amanda Jacob discussed online professional development initiatives with the Committee. Jacob added that her office provides additional support for all faculty. Jacob also shared the upcoming review process for evaluating online courses and directed Committee members to the email that was shared College wide.

VI. Next Meeting

Next Academic Affairs Committee Meeting will take place February 25, 2022 at 1:00 pm.

VII. Adjourn

Daniel Roberts motioned to adjourn the Committee meeting at approximately 1:40. Amanda Jacob seconded the motion. The motion was unanimously approved.