

**Northshore Technical Community College  
Academic Affairs Meeting  
February 25, 2022 1:00 p.m.  
Minutes**

**Present:** Daniel Roberts, Paul Donaldson, Melandie McGee, Amanda Brammer, Amanda Jacob, Owen Smith, Kim Finch, Dewayne Lambert, Christi Marceaux, Christy Montgomery, and Nichole Labat

**Absent:** Deborah Carambat, Alverneece Johnson, Jim Carlson, Alan Dykes, Sandy Yaeger, Chaia Wiley, and Cindy Knight

**Guest:** None

**I. Welcome**

**II. Minutes from January 28, 2022 Meeting**

Amanda Jacob motioned to approve the January 28, 2022 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 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. Amanda Brammer motioned to approve revisions to the Faculty Workload Policy. Amanda Jacob seconded the motion. The motion was unanimously approved.

**IV. New Business**

**V. Discussion**

**A. Sub-Committee** (Daniel Roberts)

**i. Credit for Prior Learning by Work Experience Review**

Paul Donaldson discussed formalizing a subcommittee to help build awareness around Credit for Prior Learning and streamlining the processes.

**B. Faculty Senate Update** (Amanda Jacob)

Amanda Jacob rank and promotion review of two different tracks and propose revisions to the Committee. Jacob assisted with clearing up adjunct contracts with HR, and she said that Faculty Senate is adding a Livingston Campus Faculty Senate representative.

**VI. Next Meeting**

Next Academic Affairs Committee Meeting will take place April 13 at 1:00 pm.

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

**VII. Adjourn**

Amanda Jacob motioned to adjourn the Committee meeting at approximately 1:30 pm. Dewayne Lambert seconded the motion. The motion was unanimously approved.