

**Northshore Technical Community College  
Academic Affairs Meeting  
February 17, 2023 1:00 p.m.  
Minutes**

**Present:** Daniel Roberts, Kim Finch, Cindy Knight, Melandie McGee, Amanda Jacob, Chaundell Brouillette, Sandy Yaeger, Dewayne Lambert, Debbie Carambat, Paul Donaldson, Alverneece Johnson, Christy Montgomery, Nichole Labat, Christi Marceaux, Sarah Pinion, and Natasha Foret

**Absent:** Owen Smith, Alan Dykes, Jim Carlson, and Venecia Brown

**Guest:** None

**I. Welcome**

**II. Minutes from January 13, 2023 Meeting**

Paul Donaldson motioned to approve the January 13, 2023 Meeting Minutes. Sandy Yaeger seconded the motion. The motion was unanimously approved.

**III. Old Business**

**IV. New Business**

**A. New North Oaks Site** (Daniel Roberts)

Daniel Roberts presented a proposed new off-campus site called the North Oaks Site to offer Technical Diploma in Practical Nursing. After a brief discussion, Nichole Labat motioned to approve the new North Oaks Site. Sarah Pinion seconded the motion. The motion was unanimously approved.

**B. New Advanced College & Career Magnet Center Site** (Daniel Roberts)

Daniel Roberts presented a proposed new off-campus site called the Advanced College & Career Magnet Center Site to offer Career & Technical Certificate in Nurse Assistant. After a brief discussion, Sandy Yaeger motioned to approve the new Advanced College & Career Magnet Center Site. Christi Marceaux seconded the motion. The motion was unanimously approved.

**V. Discussion**

**A. System Faculty Workload Policy** (Daniel Roberts)

Daniel Roberts provided an update to the Committee about the system office's progress toward implementing a new system-level faculty workload.

**B. System Faculty Evaluation Policy Update** (Daniel Roberts)

Daniel Roberts provided an update to the Committee about the system office's progress toward implementing a revised system-wide faculty workload instrument.

**C. Double/Second Majors** (Sarah Pinion)

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

Sarah Pinion informed the Committee about the system office implementation of online change of majors features in Lola. The new method will allow students to declare double/second majors, and Pinion encouraged the Committee to consider the impacts on student financial aid. Further dialogue is recommended to understand student impact.

**D. Associate of Sciences in Nursing Update** (Daniel Roberts)

Daniel Roberts informed the Committee that the Associate of Sciences in Nursing degree has received full approval from SACSCOC, and all departments should move forward with preparations to start the program in August 2023.

**VI. Next Meeting**

Next Academic Affairs Committee Meeting will be on April 5, 2023.

**VII. Adjourn**

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