

**Northshore Technical Community College
Academic Affairs Meeting
January 13, 2023 9:00 a.m.
Minutes**

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

Absent: Alverneece Johnson, Alan Dykes, Jim Carlson, and Venecia Brown

Guest: None

I. Welcome

II. Minutes from November 11, 2022 Meeting

Kim Finch motioned to approve the November 11, 2022 Meeting Minutes. Sandy Yaeger seconded the motion. The motion was unanimously approved.

III. Old Business

IV. New Business

V. Discussion

A. CourseDog Scheduling and Workload Implementation (Daniel Roberts)

Daniel Roberts provided an update to the Committee on the CourseDog software implementation. Roberts hopes that it'll be ready by the summer semester.

B. SACSCOC Reaffirmation and QEP (Paul Donaldson)

Daniel Roberts reminded the Committee about upcoming SACSCOC Reaffirmation visit in fall 2024. Paul Donaldson also reviewed the QEP development phase that is launching today.

C. First Day Access (Inclusive) with Akademos Bookstore (Cindy Knight)

Cindy Knight discussed the First Day Access goal set by the College, which currently has a 94% inclusive access rate. Knight said the goal is to have First Day Access available starting August 2023.

VI. Next Meeting

Next Academic Affairs Committee Meeting will be on February 17, 2023 at 1:00 pm.

VII. Adjourn

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

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