

Academic Affairs Council

MEETING MINUTES

Date: Friday, April 2, 2021

Time: 10:45 AM

Place: Microsoft Teams

I. Microsoft Teams

Gary Hall called to order the regular meeting of the Academic Affairs Council at 10:45 a.m. on Friday, April 2, 2021, in Microsoft Teams.

II. Roll Call

The following council members were present: Dr. Sam Allen, Sherri Arrington, Vicki Badgley, Linda Bates, Benjamin Cagle, Dr. David Carty, Shannon Forrest, Dr. Justin Geurin, Gary Hall, Caroline Hammond, Mandi Haynes, Scott Larkin, Brandy Mendoza, Dr. Cindy Meyer, Justin Murphree, Jim Roomsburg, Phillip Shackelford, Susan Spicher, Karsten Tidwell, Dr. Susanne Wache, Genevieve White, Nancy Whitmore, Ray Winiecki, and Dr. James Yates.

The following council members were excused: Brooks Walthall, Dr. Sterling Claypoole, Lillian Ellen, and Dr. Stephanie Tully-Dartez

The following council members were absent: Alivia Zartuche

The following guests attended the meeting: Christy Wilson, Kim Britt, Jayna Winiecki and Mary Kate Sumner (Recorder)

III. Approval of minutes from the previous meeting:

The minutes of the council meeting held on Friday, March 5, 2021 were motioned by Dr. Cynthia Meyer and 2nd by Philip Shackelford be approved. No objections were made.

IV. Old Business

- a. Nothing Reported

V. Chair Information Sharing – Gary Hall, Chair

- a. Next Academic Affairs Council Meeting will be at the end of Final Exam Week, May 7.
- b. Please make sure all changes are provided to committees in April, so then the items are brought to the May meeting.

VI. Other Councils

- a. Nothing Reported

VII. VPAA Information Sharing – Gary Hall spoke on behalf of Dr. Stephanie Tully-Dartez

- a. Commencement – will be outside at El Dorado Football Stadium, May 13 – More Details to come.
- b. Catalog – Please get your Catalog Edits to your Deans
- c. Final Exam Schedule is posted on the website

VIII. Standing Committee Reports

- a. Actions

i. Academic Standards Committee – *Dr. Susanne Wache, Chair*

1. *Motion:* To approve Multiple Measures
 - a. This originated with Math and English instructors and members of Student Services to change some language in the college catalogue 2020-2021, p. 36, 'Basic Studies Requirements', concerning student placement that has the goal to improve accessibility, student success, and retention, by using multiple measures to place students in gateway courses.
 - i. *Comments:* Under English Placement - "Placement into Co-Requisite Composition I" – suggestion to change to – "Placement into Co- Requisite Composition I with Lab"
 - ii. *Concerns:* Will all items be available for all advisors, including faculty advisors? Items might be in scanning that are needed for viewing.
2. *Motion:* To accept the change to APM 3.06 Syllabus for only the "Grading Scale"
 - a. Involving the college's grading scale. The change reads: "The same scale should be used by all sections of the same course."
 - i. *Comments & Concerns:* Does not include Master Syllabus changes. To clarify - It is not expected that all programs use the same grading scale, just that each course use the same scale between the same courses.

Academic Standards Committee items - No objections - Approved

ii. Assessment Committee – *Scott Larkin, Chair*

1. *Motion:* To accept the APM change to policy 3.17 Assessment Manual
 - a. *Comments:* No changes have been made to the process, just clean up.

Assessment Committee items - No objections - Approved

iii. Curriculum Committee – *Nancy Whitmore, Chair*

- iv. *Motions:* for Education and Early Childhood Education program changes:
 1. Removing Pre-requisites:
 - a. To remove ENGL 0103 as a pre-requisite from ECTC 2303, ECTC 2403; ECTC 2503; ECTC 2703; ECTC 2803; and EDUC 2023
 - b. To remove the pre-requisite of ECE Technical Certificate from ECED 2053 Admin of Preschool Programs
 - c. To remove the pre-requisite of EDUC 2033 from the following Early Childhood courses: ECTC 2303; ECTC 2503; ECTC 2703; and ECTC 2803
 - d. To change ECED 1033 Practicum I pre-req change to – Pre/Co-requisites: ECED 1003 or ECED 1023 and Pre-requisites: EDUC 2033
 - e. To remove all pre-requisites from ECTC 2703 Preschool Curriculum
 - f. To remove all pre-requisites from ECTC 2903 Future Perspectives
 2. To create a Certificate of Proficiency of Early Childhood Special needs. It would consist of 12 credits.

3. To create a Basic Certificate in Early Childhood Education: Infants and Toddlers.
4. To create a Basic Certificate in School-age and After School Care.
5. To create a Basic Certificate in Early Childhood Education Administration.
- v. *Motion:* Name Change BTEC 2413 Advanced Microsoft Office to BTEC 2413 Advanced Business Applications
- vi. *Motions:* for Technical Writing
 1. Create a new course: ENGL 1143 Technical Writing I
 2. Change ENGL 2043: Technical Writing for Industry to Technical Writing II

All Curriculum Committee items - No objections - Approved

vii. Academic Support Committee – *Genevieve White, Chair*

1. *Motion:* To approve “Shooting for the Stars” as SouthArk’s official plan for designing and implementing an institution-wide open education resource initiative.
 - a. *Comments and Concerns:* Will the timeline be adjusted? Pilot Plan timeline will need to be adjusted. However, the overall timeline is still on track to be piloted in the Fall. Ultimate goal is to target the 10 highest enrolled courses. Requests feedback on how to initiate pilot plan.

All Academic Support Committee items - No objections - Approved

viii. Faculty Affairs Committee – *Lillian Ellen, Vice- Chair*

1. No Report

b. Discussions

- i. Academic Standards Committee – *Dr. Susanne Wache, Chair*
 1. No Report
- ii. Assessment Committee – *Scott Larkin, Chair*
 1. No Report
- iii. Curriculum Committee – *Nancy Whitmore, Chair*
 1. No Report
- iv. Academic Support Committee – *Genevieve White, Chair*
 1. No Report
- v. Faculty Affairs Committee – *Lillian Ellen, Vice- Chair*
 1. No Report

A. Committee Announcements

- i. Academic Standards Committee – *Dr. Susanne Wache, Chair*
 2. No Report
- ii. Assessment Committee – *Scott Larkin, Chair*
 3. No Report
- iii. Curriculum Committee – *Nancy Whitmore, Chair*
 4. No Report
- iv. Academic Support Committee – *Genevieve White, Chair*
 5. No Report

- v. Faculty Affairs Committee – *Lillian Ellen, Vice- Chair*
 - 6. No Report

IX. Announcements

Congratulate Justin Murphree's wife, Kerry, as Arkansas Nurse Practitioner of the year.

X. Adjourn

Meeting Adjourned at 11:43 a.m.

Prepared by: Mary Kate Sumner