

Academic Affairs Committee Minutes
September 2, 2022

Those in attendance: Stephanie Beaver, Jill Roach, Julia Guist, Kristina Radivojevich, Else Clark, Michael Thomas, Kellie Thomas, Jacob Hutchinson, Amanda Blum

2021-2022 Committee Members:

Beaver, Stephanie; Camp, Kelli; Roach, Jill; Stepp, Paul; Page, Katy; Douglas, Mary; Truell, George; Gist, Julia; Heslep, Karen; Whitfield, Beth, Radivojevich; Kristina; Student member – Elsie Clark

2022-2023 Committee Members:

Stepp, Paul; Douglas, Mary; Truell, George; Gist, Julia, Heslep, Karen, Whitfield, Beth; need to decide on who is staying and who needs to be replaced

Visitors & Presenters:

1. Call to order at 9:01am
2. New Business items
 - a. Discuss who is rotating off of the committee
 - i. Stephanie Beaver - Staff Senate at-large - elected to stay on the committee
 - ii. Jill Roach - Faculty Arts & Sciences - elected to stay on the committee
 - iii. Kristina Radivojevich - Faculty Senate at large - elected to stay but cannot continue in chair position, may stay if not chair
 - iv. Kelli Camp - Faculty Health Sciences has left and Julia stated she will talk to her faculty and should get a replacement soon
 - v. Katy Page - Staff, Classified has left - Amanda Blum has volunteered to fill the staff position
 - vi. Paul Stepp - ask Karen to make sure he can attend meetings - Karen updated Kristina and said he can attend meetings and should be in meetings from here on out.
 - vii. Student - Elsie Clark has elected to stay
 1. She is the SGA president
 - b. Election of officers was not done as too many members missed the meetings and will be decided on in the October meeting. Kristina will run the next meeting until a chair is selected
 - i. Chair and secretary will be decided upon in the next meeting
 - c. Update from Academic Advising Workgroup (Kellie Thomas)

- i. Minutes from advising workgroup meeting:
W Advising Work Group Minutes 08.22.22.docx
 - ii. Everyone who is on advising workgroup is staying
 - iii. Debrief of summer advising was done with Dr. Daniel
 - iv. There will be an evaluation of the tiered advising model for modifications
 - v. Moving toward using degree works instead of the trail guides and continuing with degree rotations as those are updated
 - vi. Starfish is a work in progress the team is working on workflows for the system.
 - 1. This system is one that is hopefully being implemented for spring advising
 - 2. It is focusing on early alerts and advising
 - vii. Advising surveys are being worked on - allows the students to tell us about their experience
 - viii. Advising syllabus - a rough draft is done
 - 1. This is meant to help students and advisors know what their responsibilities are and is similar to a course syllabus
- d. Update from Online Workgroup (Shelia Priest)
- i. Three initiatives have been decided and PD will be planned for:
 - 1. Variation in course materials
 - 2. Accessibility
 - 3. Helping faculty prepare for Canvas
 - ii. Workgroup membership
 - 1. Chair - Shelia Priest
 - 2. Secretary - Cindy Kirskey
 - 3. Need individuals to replace those stepping down
 - a. Need 3 individuals - can be either faculty or staff - preference is to give positions to people with expertise in the area
3. In the future replacing members that are rotating off of committees should be done the year they are rotating off (April or May meetings) so that we are not behind in the shared governance process the following year
4. Meeting adjourned at 9:30