

Academic Affairs Committee
Minutes - October 4, 2024
9:00 am McMullin Lecture Hall (D200)

Voting Members Present: Eddie Dry, Lucy Haun, Jill Roach, Jordan Shelby, April Woods

Non-Voting Members Present: Jessica Clanton, Karen Heslep

Non-voting attendees: Cathy Leppold, Kellie Thomas, Theresa Walker

1. Called to order: 9:05
2. New Business items:
 - a. Update from the AI Workgroup: Jessica Clanton spoke about the following:
 - i. We are still looking for a student member of the workgroup. Any suggestions are welcome.
 - ii. Faculty are encouraged to complete the [Exploring Faculty AI Use and Interest Survey](#). A staff/administrator survey is forthcoming. The purpose of the surveys is to determine how faculty are currently using AI and also to gauge faculty/staff/administrator interest in future AI professional development opportunities.
 - iii. AI Workgroup is working with faculty to add appropriate AI competencies to course curricula. With the help of April Bentley, we are also reaching out to area businesses and the Chamber of Commerce to determine perceived need for AI in their fields.
 - iv. The [AI Guidebook](#) review process has started. In the process, we are also planning to add expectations/applications for ethical student use of AI. Let Jessica Clanton know of suggested revisions.
 - v. Karen requested the AI Workgroup consider a speaker for business faculty and Community ED
 - b. Other workgroup updates:
 - i. Syllabus Workgroup meeting Monday 10/07/2024 to discuss the "forever" template.
 - ii. Better Together Summer Conference will remain the title for summer conference.
 - c. Workgroup recommendation - Ad hoc - Voted into action
 - i. [RSI Workgroup \(Regular and Substantive Interaction\)](#) Kellie stated the workgroup is seeking membership from the School of Technology and Health Sciences. They are currently defining RSI and plan to offer training soon with one topic being the difference between correspondence and distance-ed courses.

d. Theresa asked “at what point is a workgroup disbanded?” The response was that they are disbanded when they have completed their purpose.

3. Adjourned: 9:20