

**Academic Affairs Committee**  
Agenda - December 6, 2024  
9:00 am McMullin Lecture Hall (D200)

**Voting Members:** Tina Bradley, Eddie Dry, Lucy Haun, Jill Roach, Jordan Shelby, April Woods, Sadie Quick

**Non-voting members:** Jessica Clanton, Karen Heslep, Robert Shurley

**Non-voting attendees:** Provost/VCAA, Academic & Non-academic department heads/directors

1. Call to order
2. Old Business
  - a. [Minutes from the previous meeting](#)
  - b. Update on status of syllabus revision proposal from November meeting
3. New Business items:
  - a. Update from the AI Workgroup:
    - i. Update: [Workgroup membership](#)
      1. New Student Representative: Miranda Edwards
    - ii. [Conference Catalog](#)
      1. Please get in touch with Jessica (jclanton@asumh.edu) if you find anything interesting to add to the catalog or if you are interested in attending any of the conferences/webinars listed in the catalog.
    - iii. Artificial Intelligence Institute
      1. Title III and Karl Mudra are using feedback faculty, staff, and administration gave in survey form to develop a set of professional development opportunities.
    - iv. [AI Guidebook](#) review
      1. Michael Thomas and Jessica Clanton are revising the AI Guidebook. Please send suggestions to either of them.
  - b. Update from the RSI Workgroup
    - i. [Recommendation](#) on introducing 3 aspects of RSI into all online classes
  - c. Any other workgroup updates?
  - d. Open floor for any notification items
  - e. Next meeting - campus will be closed January 3rd. Do we forgo January meeting or is there another date the group would like to meet?
4. Adjourn