

## Academic Affairs Committee Minutes

Tuesday, November 27, 2018, SC203, PDR

**Attendees:** L. Fagan, D. Felisberto, S. Munoz, D. Naudzunas, J. Ronsivalli, P. Willett

**Guest:** E. Mendonca, J. D'Agata-Lynch

1. Review of minutes 11/13/18 – accepted with one abstention

2. Civic Scholars Program Proposal - Janel D'Agata-Lynch

Service Learning is very diverse at NECC. This proposal would create a civic engagement track/pathway and provide transcript designation or diploma for students who want it, similar to the Global Scholars program. Steve Russell (Global Scholars program) helped develop the point system and did not feel that this program would compete with Global Scholars. Since civic engagement is included in the ISE and is one of the outcomes for an NECC education this program would give students a pathway to pursue it while studying here. An advisory board is in place, and they support this program. Discussions have taken place with the Civic Engagement & Service Learning Committee, the Global Scholars program (Steve Russell & Marcy Yeager), and the Academic Affairs Leadership Team, all of whom support this program. It is likely that a faculty member would receive a course release to promote this program. This would include raising awareness of assignments that could earn points in the program, which may already exist in various courses. Next step is to integrate feedback then check in with Bill Heineman and Sue Shain. The advisory board is excited and willing to talk to students.

3. Proposals for review

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	
1819-001		HES208	Healthcare Practice Option Capstone	Fall 2019	Fall 2019	New course	S. Lancaster	This is the first course submitted on the SC_Curriculum software. Pre & co-req's were individually added as listed. The course proposal was approved and sent on to VPAA for final approval.
1819-040			Business Management-Healthcare Practice Option	Fall 2019	Fall 2019	minor program revision	S. Lancaster	approved

### Upcoming items:

- Clinical Research Coordinator certificate has been inactivated. The courses that go along with that program will be inactivated. They will be submitted through SC\_Curriculum. We will test the workflow further on these proposals.
- Respiratory program will be coming in with a minor program description change.

Adjourned: 3:30

CC: S. Shain, W. Heineman