

Academic Affairs Committee Minutes

Tuesday, February 5, 2019, SC203, PDR

Attendees: L. Bass, S. Courchesne, M. Cross, J. Ducharme, L. Fagan, D. Felisberto, H. Mores, J. Ronsivalli, P. Willett

Guests: E. Mendonca, D. Pappas, S. Wares

1. Review of minutes 11/27/18 – accepted /Pat reviewed the committee’s membership status noting a vacancy in AFSCME and several alternate positions.
2. Minors on Campus NECC policy – Heather Mores
Heather presented information relative to the policy. It has been 2 ½ years in the making and has legal counsel and Compliance Committee approval. Questions arose, and clarification was requested, regarding identifying minors in the classroom and mandatory reporter requirements for minors. Additional clarification was requested regarding the library. Since it is public, can the same standards be applied? Who makes that decision? Heather will provide the committee an update when she receives clarification. Pat will talk with Bill Heineman about the possibility of mandated reporting becoming a topic for Fall Convocation or a professional day.
3. Revised Math Policy SP2019 – for review (Grace Young not in attendance)
The policy was reviewed by the committee and contrasted with the existing policy. It appears that the deterrent of the student not being able to register online has been removed. The committee decided to put the discussion on hold until Grace can attend and discuss.
4. Proposals for review – Pat took a moment to review the automated process of course proposals. In the future, course inactivations will be approved by Pat and will be moved forward without committee review. All committee members will receive emails from Curriculum system.

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	
1819-107		ACC204	Tax Accounting	Fall 2019	Fall 2019	Revise Course	K. Quinn	approved
1819-045			Elementary Education	Spring 2020		Program Revision	D. Tanner	Prior to continuing with the program revision review, the Capstone course component has to be processed. The committee had several areas of concern with the program revision and Pat will address these with D. Tanner.
1819-046			Elementary Ed AS	Spring 2020		Program Inactivation	D. Tanner	To be combined into revised program 1819-045
1819-047			LA Middle/High School	Spring 2020		Program Inactivation	D. Tanner	To be combined into revised program 1819-045

5. Inactivations in Process – Pat will go in and approve/move forward.

1819-109 CHM110

1819-111 MGT103

1819-112 MKT211

1819-113 FIN203

1819-114 BIO210

6. Bill's memo to the committee – Pat read the memo to the committee. The memo was emailed to committee members on 2/6/2019. Going forward special attention will be paid by the committee to review programs and pathways to ensure consistency and prior committee approval.

Adjourned: 4:15 pm

CC: S. Shain, W. Heineman