Minutes

Academic Affairs Committee Meeting

September 4, 2008

1. The first meeting of the fall 2008 semester was called to order at 11:10 a.m. The members in attendance were Susan Fuschetto, Phillip Satterfield, and Mary Balmages.

2. The committee members discussed the notice that was received from Steven Johnson that a Student Records Access Procedure is now in place. None of the committee members have gone through the steps to be approved for access yet, but everyone agreed that it would be helpful to have the permission when Academic Excellence Awards students are being nominated. All members appreciated the option to have this access and were glad to have the process filtered through Stephanie Murguia in order to have a control factor and paper trail of the access.

3. The Academic Excellence Awards ceremony was discussed. Members considered March 24, 2009, as a possible date for the ceremony and that date would not be in conflict with Spring Break. This date has not yet been confirmed with the Burnight Center.

4. A web page is being created for the Academic Affairs committee and minutes will be posted there soon. The page will be co-authored by Mary Balmages and Lynda Sampson.

5. The DVD for the 2008 Academic Excellence is being captioned and will be posted on the web page as soon as the captioning is completed.

6. The committee will continue to discuss ways for improving the Academic Excellence Awards nomination process and ceremony and will continue to implement improvements during the current year.

7. The Student Success Initiative was discussed and the members see it as a large albeit important project. In addition, members noted that accomplishing the tasks required for accreditation by March 2009, along with putting on the awards ceremony, may prevent the committee from taking on too many other items. However, the committee would take direction from Faculty Senate.

8. Future meetings of the committee will be on the third Tuesday of each month, with the next meeting being held on Tuesday, October 21 at 11:00 in FA 52.

9. The meeting was adjourned at 11:35 a.m.