

# Academic Affairs Council

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## MEETING MINUTES

Date: Friday, October 2, 2020

Time: 10:47 AM

Place: Microsoft Teams

### I. Microsoft Teams

Gary Hall called to order the regular meeting of the Academic Affairs Council at 10:47 a.m. on Friday, October 2, 2020, in Microsoft Teams.

Voting was conducted by poll in Microsoft teams.

### II. Roll Call

*The following council members were present:* Mandi Haynes, Sherri Arrington, Gary Hall, Brandy Mendoza, Jim Roomsburg, Dr. Michael Murders, Dr. Cindy Meyer, Linda Bates, Susan Spicher, Susan Wache, Dr. Sterling Claypoole, Lillian Ellen, Caroline Hammond, Benjamin Cagle, Justin Guerin, Sam Allen, Vicki Badgley, Jennifer Baine, Dr. James Yates, Ray Winiecki, Shannon Forrest, Teresa Hampton, Zanna Linder, Jim Roomsburg, Genevieve White, Justin Murphree, Phillip Shackelford, Kenneth Bridges, Nancy Whitmore, Brooks Whathall, Scott Larkin, and Dr. David Carty.

*The following council members were excused:* Micheal Champion, Amy Sturdivant

*The following council members were absent:* None

*The following guests attended the meeting:* Dr. Bentley Wallace, Dr. Stephanie Tully-Dartez, Dean Inman, Christi Wilson, Carey Tucker, Dr. Carolyn Langston, Kim Britt, and Michele Hildreth (Recorder)

*Votes recorded by:* Michele Hildreth (Recorder)

### III. Approval of minutes from the previous meeting:

The minutes of the council meeting held on Friday, September 4, 2020 were voted to be accepted and approved. Motioned by Phillip Shackelford and 2<sup>nd</sup> by Brooks Whathall

### IV. Old Business

A. Nothing Reported

### V. Chair Information Sharing – Gary Hall, Chair

- A. Deadlines for the agenda
- B. Mental Wellness
- C. E-mail Correspondence.

### VI. Other Councils

A. No Report

### VII. VPAA Information Sharing – Michael Murders

- A. Graduation
- B. Curriculum Change
- C. Budget

D. Faculty Credentials

**VIII. Standing Committee Reports**

**A. Actions**

1. Academic Standards Committee – *Susanne Wache, Chair*
  - a. No Report
2. Assessment Committee – *Scott Larkin, Chair*
  - a. No Report
3. Curriculum Committee – *Nancy Whitmore, Chair*
  - a. *Motion:* To change OCCU 2103 Knowledge, Health, and Wellness of Disease Processes course description  
*Current:* Study of diseases. The connection between disease processes and health and wellness (both the physical and mental realms) and occupational therapy service delivery is explored.  
*Change To:* The study of disease processes and conditions typically addressed in occupational therapy. Consideration toward how they affect occupational participation, health, and wellness (within the physical, mental, and developmental realms).  
*Vote: Approved*
4. Academic Support Committee – *Genevieve White, Chair*
  - a. *Motion:* To revise function 4 and 5 of the Academic Support Committee to include the statement “annually and as needed”.  
*Vote: Approved*
  - b. *Motion:* That the deans be added in Blackboard as an administrator with limited privileges in order to review their faculty’s courses as needed.  
*Vote: Approved*
5. Faculty Affairs Committee – *Sterling Claypoole, Interim Chair*
  - a. No Report

**B. Discussions**

1. Academic Standards Committee – *Susanne Wache, Chair*
  - a. No Report
2. Assessment Committee – *Scott Larkin, Chair*
  - a. No Report
3. Curriculum Committee – *Nancy Whitmore, Chair*
  - a. No Report.
4. Academic Support Committee – *Genevieve White, Chair*
  - a. No Report
5. Faculty Affairs Committee – *Sterling Claypoole, Interim Chair*
  - a. No Report

**C. Committee Announcements**

1. Academic Standards Committee – *Susanne Wache, Chair*
  - a. No Jennifer Baine made a motion and Vicki Badgley seconded the idea to form the subcommittee to review the master syllabi. The motion carried with six members voting in favor and one voting as other

2. Assessment Committee – *Scott Larkin, Chair*
  - a. No Report
3. Curriculum Committee – *Nancy Whitmore, Chair*
  - a. No Report
4. Distance Learning Committee – *Genevieve White, Chair*
  - a. No Report
5. Faculty Affairs Committee – *Sterling Claypoole, Interim Chair*
  - a. Sterling Faculty Affairs Committee will meet October 15<sup>th</sup> at 1615 hrs. both in person and virtual.

## **II. Announcements**

- Two new members to the library staff – Phillip Shackelford  
Joy DuPont – Programming, Outreach, and Student Engagement Librarian  
Cherie Bright – Academic Support Assistant
- Commencement Ceremony will be conducted on December 10<sup>th</sup>, time and location TBD

## **III. Adjourn**

Meeting Adjourned at 11:22 a.m., *Motioned* by Dr. James Yates, 2<sup>nd</sup> by Genevieve White

*Prepared by: Michele Hildreth*