

Academic Affairs Council

MEETING MINUTES

Date: Friday, February 4, 2022
Place: Virtually - Microsoft Teams & Microsoft Forms
Responses Due: February 7, 2022 at 5:30pm (extended to February 8, 2022 at 5:30pm)

I. Call to Order - Microsoft Teams

Mary Kate Sumner, on behalf of Scott Larkin, called to order the virtual form meeting of the Academic Affairs Council at 12:31 p.m. on Wednesday, February 2, 2022 virtually by email. The email requested that the members respond to the form by the end of the day, Monday, February 7, 2022. However, this was extended to the end of the day on February 8, 2022.

II. Roll Call

A. Those that are *present* filled out the form. Those that were *excused* or *absent* did not.

The following council members were present: Dr. Sam Allen, Jennifer Baine, Linda Bates, Benjamin Cagle, Dr. David Carty, Lillian Ellen, Dr. Justin Geurin, James Goode, Gary Hall, Caroline Hammond, Mandi Haynes, Scott Larkin, Brandy Mendoza, Dr. Cindy Meyer, Justin Murphree, Amanda Rhodes, Jim Roomsburg, Kelly Roper, Phillip Shackelford, Jennifer Schroeder, Susan Spicher, Mary Kate Sumner, Dr. Stephanie Tully-Dartez, Roslyn Turner, Brooks Walthall, Ray Winiecki, Byron Winn and Dr. James Yates.

The following council members were absent: Shannon Forrest and Karsten Tidwell.

III. Approval of minutes from the previous meeting:

The minutes of the council meeting held Friday, December 3, 2021. The minutes were approved as written.

IV. Planning Council and Cabinet Updates

- A. The following items were brought to cabinet as Action items and were approved and will be updated in the APM soon:
- i. APM 3.19 – Deletion of APM 3.19 Faculty Manual from the APM
 - ii. APM 3.03a – Academic Rank for Faculty
 1. This is to encourage us to recognize faculty's years of experience in other establishments of higher learning, as well as their years at SouthArk.
 2. Changes include:
 - a. FROM: Only years of full-time teaching at South Arkansas Community College, not previous experience at other colleges, will count towards advancement in rank.
 - b. TO: Years of full-time teaching at South Arkansas Community College and previous full-time teaching experience at other colleges, will count towards advancement in rank.

V. Standing Committee Reports

A. Actions

- i. Academic Standards Committee – Jennifer Baine, Chair
 1. No report.
- ii. Assessment Committee – Kelly Roper, Chair
 1. No report.
- iii. Curriculum Committee – Susan Spicher, Chair
 1. HSCI 1003 Med Term Course Learner Outcomes update
 - a. Please see the forms and the attachments inside of the form to see the exact changes.

Vote: Motion was made to approve the updated CLOs for HSCI 1003 Med Term. All Approved.

- iv. Academic Support Committee – *Amanda Rhodes, Chair*
 - 1. No Report.
- v. Faculty Affairs Committee – *Lillian Ellen, Chair*
 - 1. No Report.

B. Discussions

- i. Academic Standards Committee – *Jennifer Baine, Chair*
 - 1. No Report
- ii. Assessment Committee – *Kelly Roper, Chair*
 - 1. No Report
- iii. Curriculum Committee – *Susan Spicher, Chair*
 - 1. No Report
- iv. Academic Support Committee – *Amanda Rhodes, Chair*
 - 1. No Report
- v. Faculty Affairs Committee – *Lillian Ellen, Chair*
 - 1. No Report.

C. Announcements

- i. Academic Standards Committee – *Jennifer Baine, Chair*
 - 1. New Chair for the Syllabus Ad Hoc Committee: Dr. Cindy Meyer.
- ii. Assessment Committee – *Kelly Roper, Chair*
 - 1. No Report.
- iii. Curriculum Committee – *Susan Spicher, Chair*
 - 1. No Report.
- iv. Academic Support Committee – *Amanda Rhodes, Chair*
 - 1. No Report.
- v. Faculty Affairs Committee – *Lillian Ellen, Chair*
 - 1. No Report.

VI. Announcements

- A. We have a new president of PTK. Mr. James Goode will be invited to join the Academic Affairs Council for each meeting.

VII. Adjourn

The meeting was adjourned February 8, 2022 at 5:30p.m.

Minutes submitted by: Mary Kate Sumner