

# Academic Affairs Council

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## MEETING MINUTES

Date: Friday, March 4, 2022  
Time: 10:45 AM  
Place: Microsoft Teams

### I. Call to Order - Microsoft Teams

Scott Larkin called to order the regular meeting of the Academic Affairs Council at 10:45 a.m. on Friday, March 4, 2022, in Microsoft Teams.

### II. Roll Call

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

***The following council members were excused:*** Juanita Norful, Jennifer Schroeder, Phillip Shackelford, and Ray Winiecki.

***The following council members were excused:*** Shannon Forrest and Karsten Tidwell

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

Dr. James Yates made a motion to approve the minutes of the council meeting held on Friday, February 4, 2022. Susan Spicher seconded the motion. The minutes were approved as written.

### IV. Chair Updates – Scott Larkin, Chair

- A. No updates, except “Thank you for all that you do.”

### V. VPAA Updates – Dr. Stephanie Tully-Dartez

- A. Thank you all for participating in Shared Governance.
- B. Summer 2021-22 Schedule to go live. Advising starts on Monday March 7 for Summer.
- C. More Covid relief funds available for students that are registered for this term.
- D. Fall 2022 Schedule and registration will go live on March 14.
- E. Graduation – Currently we are hoping to have the ceremony outside, again.

### VI. Planning Council and Cabinet Updates

- A. The following items did not need to be brought to cabinet as Action items, so they have been “approved” by Planning Council:
  - i. PTAP Changes - Request for an additional CLO to be added to each of the courses listed below. This will bring the courses into alignment with Accreditation requirements. The same CLO is added to each course listed.
    - 1. CLO: “Demonstrate knowledge, application, and/or performance of content and skills required as an entry-level physical therapist assistant under the direction and supervision of the physical therapist; relating to the body systems’ impact on functional mobility, incorporating ethics, values, and responsibilities focused on patient management within the health care environment, and utilizing interventions, tests, and measures for the progression of the plan of care.”
    - 2. Courses: 1002 Introduction for PTAs, 2304 Pathophysiological Conditions, 2315/L Applied Physical Therapy I/Lab, 2323 Admin & Mgt for PTAs, 2406/L Physical Therapy Procedures /Lab, 2415/L Applied Physical Therapy

## **VII. 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. EMSP 1007 Course Learner Outcomes update
      - a. Please see the forms and the attachments inside of the form to see the exact changes.
        - i. Notes/Comments: The new CLOs are more measurable, more concise and more articulate.
        - ii. This is the first time that we have enough CLO changes within a program (due to EMSP 1007 being the only course in the EMT – CP program.) that we would need to look at it for the 25% threshold change rule that feds put in place. The Academic Affairs office will review to determine.
- Vote: Motion was made to approve the CLO updates to EMSP 1007. 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. The Course Syllabus Ad hoc committee is sending suggested updates of the course syllabus to the Academic Standards Committee's March 14<sup>th</sup> meeting.
- ii. Assessment Committee – *Kelly Roper, Chair*
  1. Updates to the MyCampus Assessment page will be made soon. No content changes, just a redesign.
  2. A recommendation has been made to Dr. Stephanie Tully-Dartez to add another assessment coach.
  3. No regular Assessment Committee meeting in March, ARRT teams will meet to review WEAVE reports. Our next scheduled meeting will be on Tuesday, April 19, 2022 at 3:00pm via TEAMS.
- 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

### **VIII. Announcements**

- A. Catalog Changes – Mary Kate Sumner thanks everyone for attending the catalog process training and contact her if you need any assistance.
- B. Course Evaluations – Watermark, our new Course Evaluation system is up and running. Benjamin Cagle and Mary Kate Sumner are the contacts and are able to provide trainings. Be on the lookout for an update on that soon.

### **IX. Adjourn**

A motion to adjourn was made by Dr. David Carty, and seconded by Amanda Rhodes. The meeting was adjourned at 10:59 a.m.

*Prepared by: Mary Kate Sumner*