

**Academic Affairs Committee Meeting
Sept 12, 2011
Meeting Notes**

Committee members in attendance

Becky Dodge
Cal Melick
Kanalís Ockree
Randy Pembrook (ex officio)
Mary Sheldon
Vickie Kelly
Debbie Isaacson
Lori Edwards
Shaun Schmidt

The meeting was called to order by Dr. Randy Pembrook, who presided as interim committee chair until a chair could be elected by the committee.

The committee members were welcomed and introduced.

I. Election of Committee Chair

The floor was opened to nominations for Committee Chair. Shaun Schmidt and Kandy Ockree were nominated. No further nominations were made and the nominations carried.

The vote was taken by written ballot. The first vote was tied 4 votes for each candidate. The second vote also was tied 4 to 4. As a result, no chair was elected. Dr. Pembrook said he would chair the meeting as interim chair. Another vote for Committee Chair would be taken at the next committee meeting.

II. Approval of Committee Minutes from April 28, 2011

The committee reviewed the minutes from the last meeting. The motion was made and seconded to approve the minutes. The motion carried unanimously.

The minutes will be forwarded to Faculty Senate for final approval.

III. Committee Meeting Schedule

A. Kandy Ockree brought to the attention of the committee that Paul Byrne, the other School of Business representative on the committee, was not able to attend meetings in the afternoon. Kandy added that these times

were also difficult for her to attend as well.

The committee members will complete grids to indicate their availability and a meeting time will be identified using the results from the grids.

- B. The committee discussed the frequency of committee meetings. Last year the committee met as often as weekly to work on the General Education proposal. Because the Faculty Senate has approved the General Education Ad Hoc Committee continue its work on the General Education Proposal, the Academic Affairs committee will not need to meet as frequently.

The committee members said the input of Donna LaLonde and the VPAA were valued and they would like them to continue to attend when possible.

The motion was made to endorse the process of the Gen Education Ad Hoc Committee to continue to work on the General Education Proposal, reporting to the Academic Affairs committee.

The motion was seconded and carried unanimously.

IV. General Education Option 2- PowerPoint Presentation

The committee reviewed the PowerPoint presentation created to provide an overview of the General Education Option 2 Proposal. This presentation will be presented at the General Faculty meeting on September 22nd.

V. Other

The committee commended the work done on the General Education proposal by the General Education Ad Hoc Committee this summer.

Dr. Pembroke added that he also commended the Academic Affairs Committee and General Education Committee for the work they did during the year so the work on the General Education proposal could move forward.

The meeting was adjourned. The next meeting will be scheduled as soon as possible and added to the minutes.