

Academic Affairs Council Minutes

Date: Wednesday, December 6, 2017

Time: 2:00 p.m.

Location: Administration Boardroom

Members and Staff Representatives present:

Ronna Vanderslice, Vice President for Academic Affairs

Sylvia Burgess, Associate Vice President for Academic Affairs

Marge Kingsley, Assistant Vice President for Academic Affairs

Howard Kuchta, Interim Dean, School of Graduate and Professional Studies

Von Underwood, Dean, School of Arts and Sciences

Susan Camp, Director, CU-Duncan

Kelly McClure, Director, Information Technology Services

Karla Oty, Director, Institutional Research, Assessment, and Accountability

Linda Phillips, Registrar

Mandy Husak, Academic Affairs Coordinator

Vinetta Buchanan, Academic Affairs Specialist

Agenda and Notes

- ❖ Approval of AAC Minutes – November 1, 2017 Meeting (Handout) – The minutes were approved with one minor edit.
- ❖ Discussion Items:
 1. The VPAA shared the Governor's Executive Order which will enforce the work that the State Regents Task Force is doing.
 2. The VPAA distributed a handout of legislative changes to Oklahoma's Promise that might affect some of our OHLAP students who take remedial classes. We are reviewing data to determine the impact of the changes to decide if changes in zero level courses need to be made.
 3. Attendance-taking will be open for faculty January 17-18 since January 16 is the last day to add a class. It will close on January 18th at 4:00 pm so we can begin calling that evening. Deans will monitor attendance entries and encourage the Chairs to do the same. In the fall semester we learned that chairs and deans should remind adjunct faculty early and monitor their entries to ensure they meet the deadline.
 4. We have updated our Institutional Action Plan for Math Pathways. We will also be expanding our leadership team to include persons outside the Math department. AVP Kingsley will chair the team and will be reaching out to the additional team members soon.
 5. We are discussing concurrent enrollment possibilities for the Fall 2018 semester with Great Plains Technology Center and Lawton Public Schools as a result of policy changes. The Chairs have provided a list of possible concurrent classes and discussion has been ongoing at the Chair Development sessions about characteristics of classes that would encourage success for high school students.
 6. Discussions have begun with Faculty Senate leadership about changing the fee structure for development and/or delivery of online and ITV classes. AVP Burgess put together a discussion draft of possible changes which was shared with AAC. She will visit with the Deans next to get their input then the Chairs and/or departments. The VPAA will ultimately submit a recommendation to the President with an anticipated effective date of Fall 2018.
 7. Dr. Oty provided an enrollment update.

8. VPAA Vanderslice shared the HLC Assurance Argument Team for 2020-21.
9. Dr. Oty reviewed the responses to HLC Criterion items 3.A.1. through 3.C.3. We will look at items 3.C.4 through 3.E.2 at the next meeting in January.
10. The Potluck lunch has been rescheduled to December 15th, 2017 at 12:00 p.m. in the Administration Boardroom. Bring your favorite dish!

❖ The meeting adjourned at 3:45 pm.