

Academic Affairs (AA) Committee Meeting Minutes

Date and Time of Meeting: Thursday, September 5, 2024; 4 PM – 4:41 PM
Location of Meeting: College of Business and Computing Conference Room

Members Present: David Berggren, Anne Jacobs, Charles Wells, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, Allison Tarrer, Bryan Davis, Jill Drake

1. The meeting came to order at 4 PM
2. The minutes for 4/11/24 and 8/12/24 were approved by unanimous consent
3. Dr. Brian Smith moved for chair nominations for each subcommittee and 6 volunteers on each committee (policy and advising); Mark Grimes and Carol Bishop were approved by unanimous consent as chairs of academic policy and academic advising committees respectively. Besides Mark Grimes, Jill Drake and Bryan Davis, Anne Jacobs, Leigh Swords, Kailash Ghimire, Karen Cook, Susan Bragg were approved without objection to serve on the Academic Policy Subcommittee. Similarly, besides Carol Bishop and Bryan Davis, Brandy Pfeiffer, Charles Wells, Chu Chu Wu, Allison Tarrer, Jason Berggren, and Signe Coombs were approved unanimously to serve on the Academic Advisement Subcommittee
4. September 17, October 15, and November 12 were scheduled for fall 2024 meetings without objection
5. Dr. Bryan Davis discussed 3 dynamic forms related to core curriculum, major/minor, and course deletion/deactivation changes, as well as the post-deactivation of program process. All were approved by unanimous consent
6. Dr. Jill Drake discussed the withdrawal policy, and the related change recommendation requested by Dr. Drake was referred to the academic advising subcommittee; no vote was taken.
7. The meeting adjourned at 4:41 PM