

**Northshore Technical Community College
Academic Affairs Meeting
July 10, 2025 1:00 p.m.
Minutes**

| | | | |
|---------|------------------|---------|------------------|
| Present | | Present | |
| X | Daniel Roberts | | Sandy Yaeger |
| X | Amanda Jacob | | John Polk |
| X | Christi Marceaux | X | Britanie Breland |
| X | Cindy Knight | | Bridget LaBorde |
| X | Dewayne Lambert | | Tracie Rizan |
| X | Frank Fudesco | X | Pamela Williams |
| X | Kimberly Zanders | X | Danaty Moses |
| X | Melandie McGee | | Owen Smith |
| X | Paul Haddican | | Don Wheat |
| X | Sarah Pinion | | Burke Jones |
| X | Todd Dozier | | |
| Guests: | | | |

I. Welcome

II. Minutes from April 17, 2025 Meeting

Amanda Jacob motioned to approve the Meeting Minutes. Melandie McGee seconded the motion. The motion was unanimously approved.

III. Old Business

IV. New Business

A. Faculty Workload Policy (Daniel Roberts)

Daniel Roberts reviewed revision to the Faculty Workload Policy with the Committee. After a brief discussion, Amanda Jacob motioned to approve revisions to the Faculty Workload Policy with the Committee. Todd Dozier seconded the motion. The motion was unanimously approved.

B. CTC in Specialized Welding Applications for Renewable Energy Systems (Dewayne Lambert)

Dewayne Lambert discussed the new CTC in Specialized Welding Applications for Renewable Energy Systems. Melandie McGee provided additional information concerning industry-based certifications and grant funding available to support. Dewayne Lambert motioned to approve the new CTC in Specialized Welding Applications for Renewable Energy Systems. Sarah Pinion seconded the motion. The motion was unanimously approved.

C. Academic Calendars 2026-2027 (Daniel Roberts)

Daniel Roberts presented the 2026-2027 Academic Calendars with the Committee. Sarah Pinion provided additional details and question about dates listed on the calendars. Roberts recommended presenting the 2026-2027

Please forward all agenda items and handouts to Daniel Roberts one week prior to the meeting.

Academic Calendars to the College Leadership Committee for feedback prior to approval. As a result, the item was tabled until a later meeting.

D. Graduation Honors Revisions (Sarah Pinion)

Sarah Pinion shared revisions of the Graduation Honors section from the College Catalog with the Committee. Pinion also shared sister LCTCS colleges and their honors designations. Amanda Jacob motioned to approve Cum Laude to 3.5-+3.699, Magna Cum Laude to 3.7-3.999, and Summa Cum Laude to 4.0. Pamela Williams seconded the motion. Motion was unanimously approved.

V. Discussion

A. SACSCOC Update (Daniel Roberts)

Daniel Roberts provided updates with SACSCOC to the Committee. Roberts discussed recent approval of Reaffirmation until 2035 as well as two new programs approved and ready for the fall semester. Roberts shared the Prison Education Program (PEP) visit dates, November 10-12, 2025.

B. College Convocation (Daniel Roberts)

Daniel Roberts reminded the Committee about the College Convocation on Friday, August 15 in the Columbia Theater in downtown Hammond.

C. Online Master Syllabus Revisions (Amanda Jacob)

Amanda Jacob presented revised sections to the Online Master Syllabus with the Committee. Sections included online proctoring and AI information.

VI. Next Meeting

Next Academic Affairs Committee Meeting will be on October 3 at 9:00 am.

VII. Adjourn

Amanda Jacob motioned to adjourn the Committee meeting at approximately 9:20 am. Kim Zanders seconded the motion. The motion was unanimously approved.