

**Northshore Technical Community College
Academic Affairs Meeting
October 28, 2024 1:00 p.m.
Minutes**

Present: Daniel Roberts, Owen Smith, Amanda Jacob, Cindy Knight, Danaty Moses, Todd Dozier, Frank Fudesco, Sandy Yaeger, Sarah Pinion, Kim Zanders, Kim Finch, Don Wheat, Christi Marceaux, and Dewayne Lambert

Absent: Melandie McGee, Bridget LaBorde, Britanie Breland, John Polk, Tracie Rizan, and Pamela Williams

Guest: Amy Fleming

I. Welcome

II. Minutes from May 28, 2024 Meeting

Kim Finch motioned to approve the Meeting Minutes. Cindy Knight seconded the motion. The motion was unanimously approved.

III. Old Business

IV. New Business

A. Associate of Applied Science in Information Systems Technology Revision

(Daniel Roberts)

Daniel Roberts shared revisions to the Associate of Applied Science in Information Systems Technology related to the Quality Enhancement Plan and new NTCC 1000 course. The item was tabled until a later meeting and after review by the Curriculum Committee.

B. Associate of Applied Science in Technical Studies Revision (Daniel Roberts)

Daniel Roberts presented revisions to the Associate of Applied Science in Technical Studies related to the Quality Enhancement Plan and new NTCC 1000 course. The item was tabled until a later meeting and after review by the Curriculum Committee.

C. Associate of General Studies Revision (Daniel Roberts)

Daniel Roberts reviewed revisions to the Associate of General Studies related to the Quality Enhancement Plan and new NTCC 1000 course. The item was tabled until a later meeting and after review by the Curriculum Committee.

D. Associate of Arts (Louisiana Transfer) Revision (Daniel Roberts)

Daniel Roberts shared revisions to the Associate of Arts (Louisiana Transfer) related to the Quality Enhancement Plan and new NTCC 1000 course. The item was tabled until a later meeting and after review by the Curriculum Committee.

E. Associate of Science (Louisiana Transfer) Revision (Daniel Roberts)

Daniel Roberts reviewed revisions to the Associate of Science (Louisiana Transfer) related to the Quality Enhancement Plan and new NTCC 1000 course.

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

The item was tabled until a later meeting and after review by the Curriculum Committee.

F. Associate of Science in Nursing Revision (Daniel Roberts)

Daniel Roberts shared revisions to the Associate of Science in Nursing related to the Quality Enhancement Plan and new NTCC 1000 course. The item was tabled until a later meeting and after review by the Curriculum Committee.

G. 2025-2026 Academic Calendars (Daniel Roberts)

Daniel Roberts reviewed the 2025-2026 Academic Calendars with the Committee. After a brief discussion, Sarah Pinion motioned to approve the 2025-2026 Academic Calendars. Sandy Yaeger seconded the motion. The motion was unanimously approved.

V. Discussion

A. SACSCOC Visit (Daniel Roberts)

Daniel Roberts recapped the SACSCOC visit with the Committee from the week prior. The College had a successful reaffirmation and received positive feedback about the Quality Enhancement Plan. Roberts thanked everyone for their good work.

B. NTCC Equity Plan (Daniel Roberts/Melandie McGee)

Daniel Roberts discussed moving the College's Equity Plan from the Diversity, Equity & Inclusion Committee oversight to this Committee. Additional details will be provided at the next Committee meeting by Melandie McGee.

C. Prison Education Program Update (Daniel Roberts)

Daniel Roberts updated the Committee on progress toward obtaining a Prison Education Program designation with the United States Department of Education. The substantive change has been submitted to the SACSCOC office, and Roberts reminded the Committee that it will require another onsite visit by SACSCOC.

D. CourseDog Training (Daniel Roberts)

Daniel Roberts reminded the Committee that CourseDog Training can be provided as needed for new faculty or faculty needing a refresher.

E. ConexEd Update (Amanda Jacob)

Amanda Jacob provided the Committee an update on ConexEd.

VI. Next Meeting

Next Academic Affairs Committee Meeting will be on November 15, 2024 at 9:00 am.

VII. Adjourn

Kim Finch motioned to adjourn the Committee meeting at approximately 1:40 pm. Amanda Jacob seconded the motion. The motion was unanimously approved.