



Academic Affairs Council Meeting
March 17, 2022
10:00 AM In-Person

I. Call to Order @ 10:05 AM

Members Present

X	Employee Name	X	Employee Name
X	Darci Cather	X	Kristin Shelby
X	Brenda Brown	X	Craig Bradley
X	Ginger Harner	X	Greg Mason
X	Judith Dollins	X	Tim Frizzell
X	Lora Clark	X	Teale Betts
X	Amanda Hannan	X	Vicky Cornelissen (recorder)
X	Blake Goforth (Zoom)	X	Ruth Smith
	Tanya Hill		Mindy Ashby
	Mike McNally		

II. Approval of January 20, 2022 Minutes

- Corrections made, Blake Goforth participated via Zoom, spelling of Amanda's name.
- Chair to review and approve corrections.
- Vicky will send to Jonathan Van Meter to post on Shawnee website.
 - i. <https://shawneecc.edu/about/shared-governance/academic-affairs-council>

III. Additions to the Agenda – None added.

IV. Items for Discussion

- **Website:**
 - i. Shared governance reviewed on website: shawneecc.edu/about/shared-governance
 - ii. Select Governance Committees / Breakdown from Executive Council
 - iii. Shared Governance Manual 2021-2022 is available, which includes policy definitions and calendar of meetings.
 - iv. Discussed rubric of policies, priorities to see which policies will be changed first.
 - 1. Noting, all will eventually roll down to Academic Affairs to review and discuss.
 - v. Request, to have a standard meeting name for minutes.
 - vi. Rubric, ask yourself, does it have a clear purpose, does it have a need.
 - vii. All links are a work in progress, continually evolving.
 - viii. We can add to the website we have, some items will be standard.
 - ix. KEY – Shared work, shared governance.

1. Designed to be a collaborative effort.
2. Designed to be public, our commitment to transparency.
3. Minutes available to view.
4. Shows the activity of council committee teams.
5. Shows the importance of processes.
- x. The rubric will help us prioritize policies.
- xi. We may have the ability to review after executive council.
- xii. Strategic Planning will probably be the first on the list for review.
- xiii. End result, after completion of all reviews, hopefully we will only have to review every few years.
- xiv. Reality, it is a draft – feedback can always be incorporated, it just needs to be provided.
- xv. Questions can go to Darci, and Jonathan will help post.
- xvi. Availability to review other committee notes within the website.
- xvii. Next year is our year to knock out items before HLC arrival. (*Higher Learning Commission*)
- xviii. A lot of our work, our narrative will drive our reports.
 1. This removes the paper copies, example of C&I efforts.

- **Guided Pathways:**

i. CCRC Summer Institute

1. Started a few years ago, division chair and a few others.
2. Was supposed to roll out next year (fall 2022).
3. Student has an intentional plan.
 - a. Intention to have a little bit of students course work prior to a transition into Shawnee Community College.
4. We have curriculum guides.
5. Currently we have to go through guided pathway for directives of ICCB.
6. A good book to review, “*Redesigning America’s Community Colleges, A Clearer Path to Student Success*”, by Thomas R. Bailey, Shanna Smith Jaggars, Davis Jenkins, ISBN: 9780674368236.
7. We (Academic Affairs) review the leading metrics (15 credit hours 1st semester, 30 credit hours first year, etc.).
 - a. Find strategies to keep students on the path.
 - b. Ensure students are learning.
 - c. CCRC focused on student affairs.
 - i. Tentative dates in July:
 1. Week of July 18
 2. Last week of July
 - a. Require 1 person from transfer faculty.
 - b. Require 1 person from CTE faculty.
 - ii. Tuesday and Thursday afternoon.
 1. Working session on a Wednesday afternoon.

ii. NCII Rural Guided Pathways Project

1. This is a three (3) year project.
2. Have to engage student and community stakeholders.
3. More competitive (only a handful are chosen nationally).

4. We will investigate further, will work on other pillars also:
 - a. Schedule (goal)
 - b. Program Mapping (goal)
 - c. Registration (goal)
5. Will have a guided pathway coach.
6. Opportunity and aligns with many of our strategic plan goals.
7. Darci will be happy to answer any questions anyone has.
 - a. Concerns
 - b. Common Goals
8. Community college is the conduit to bringing everyone together.
 - a. Identify our partners.
 - b. We have to go to six (6) institutes over the course of three (3) years.
 - c. Participation depends on what the topic is (participation often rotates).
9. Success rate is pretty high.
 - a. Suggestion to review Lakeland College to review similar research.
 - i. <https://www.lakelandcollege.edu/wp-content/uploads/2019/03/Student-Focus-Group-Report.pdf>
“Guided Pathways Leadership Team, Guided Pathways Student Focus Groups Review of Findings Spring 2019” – Lake Land College, Mattoon, Illinois website.
 - b. Shawnee’s would be more tailored to our rural communities / institution.
10. Question was asked - We have not been selected, YET, does the team want to participate. Some below comments and concerns:
 - a. It is not just program services, making it less complicated, simpler more transparent.
 - b. Guided pathways is almost like a GPS system.
 - c. Do we have the capacity to help build.
 - d. Finding out where there are gaps or barriers.
 - e. Can be overwhelming, but can make it more effective.
 - f. Guided pathways can make Shawnee Community College more accountable.
 - g. What we are seeing in some states is completion based funding.
 - h. Review our process as to how we need to complete effectively.
 - i. Try to get ahead of the curve.
 - j. Communities want help in the back-to-basic, or help with the application process.
 - k. More information is forthcoming this fall. (2022)
11. Question was asked – Are we comfortable moving forward with NCII 3 Year Project. Response: Team would like to table the motion, wanting more information. Some continued comments and concerns:
 - a. Faculty did go to training.
 - b. Appears to be a large time investment.
 - i. Staff and faculty at this time feel “excessive new things”.
 - ii. Concern of adding more deadlines to faculty.
 - iii. Faculty wants more information.
 - c. Designed to streamline the process, flow with our strategic plans.

- d. How do we know students will follow.
- e. Advising Team will have to be trained.
- f. Where is the bulk of the work going to fall onto faculty.
- g. In order to be successful everyone needs to be on point.
- h. People will have to adapt to change.
- i. Benefits of having a blended team.
- j. There are a lot of components, but will only focus on the 3 (Schedule, Program Mapping, Registration).
- k. Wanting a two (2) year's schedule for mapping.
- l. Career Services prints out, or advises on transfer information and provide information articulating what courses a student needs to take to achieve their career goals.
- m. Best practices, measurements, aligning pieces.

- **Convocation – Theme Values**

- i. Will be here before we know it, would like a theme.
 - 1. Using guided pathways, maybe bring in a speaker.
 - 2. Start with why, what is it we value.
 - 3. Want it to be educational and fun.
 - 4. Budget – we have a speaker, needs to be motivated and captures the audience attention.
 - a. Darci Cather was volunteered for this position.
 - 5. Need to feed the faculty well – this was highly stressed.
 - a. No to cafeteria chicken.
 - i. Discussion on previous venues and how meals were nicer than what has been had (shrimp cocktails).
 - 6. Send Darci suggestions.

V. **Other Business / Questions**

- No New Business

VI. **Upcoming Meeting Dates**

- **Thursday, April 21, 2022 @ 10:00 AM / River Room**

VII. **Adjournment**

Craig Bradley made a motion to adjourn Academic Affairs Council Meeting, second by Kristin Shelby. All voted in favor and the motion carried.
The meeting adjourned at 11:50 AM

Attachments:

None