



**Academic Leadership Team Minutes**  
**February 10, 2026**  
**1:00-3:00 p.m.**

x	Lori Armstrong	x	Dr. Kristin Shelby	x	Dr. Melanie Pecord
x	JoElla Basler	x	Kristy Stephenson	x	Teale Betts
x	Dr. April Dollins, DON	x	Rebecca Steinmetz		Coordinator of Innovation
x	Wendy Harris	x	Dr. Ian Nicolaides	x	Lindsay Johnson
x	Ginger Harner				

- I. **Call to Order** at 1:03 by Dr. Pecord.
- II. **Approve January 13, 2026 Minutes** A motion to accept the minutes as presented was made by Joella and seconded by Teale. All approved.
- III. **Items for Discussion**
  - A. 28-29 Academic Calendar

It was identified the first Friday of December was missing from the count. A majority of the team would like to see the Friday after CTE become a non-instructional day to create a Fall Break for the students. Another concern is the Spring semester starts quickly after we return, however, a later end date will create a hard turn around for nursing staff and students. Becky will make the updates provided and return with a few variations at the next meeting.
  - a. **Prioritization of Outstanding Operating Standards Curriculum Management**
    - A2100.05 Program / Major Pathway Development / Improvement
    - A2100.10 New Program Requirements
    - A2100.20 Course Development
    - A2100.25 Course Numbering
    - A2100.30 Course Credit-Hour Determination
    - A2100.35 Course Outlines and Syllabi
  - Educational Leadership**
    - A2200.35 Academic Honors
    - A2200.40 Credit for Life / Work Experience
    - A2200.45 Credit for Military Experience
    - A2200.50 Credit for Professional Licensure
    - A2200.55 Academic Renewal / Credit Exclusion / Forgiveness

- A2200.70 Field Trips
- A2200.75 Independent Study

#### Faculty Quality

- A2300.15 Tenure Procedures
- A2300.40 Teaching Standards
- A2300.45 College Service Standards
- A2300.50 Community Service Standards

#### Teaching Standards

- A2400.05 Alternate Methods of Instruction
- A2400.15 Grade Submission
- A2400.20 Course Section Evaluation from Students
- A2400.25 Selection of Course Materials
- A2400.30 Retaining Examinations and Other Evaluative Material

#### b. Strategic Plan 2026-2030

Dr. Pecord explained feedback for priorities regarding the strategic plan was being requested. After reviewing the document, she encouraged any feedback or suggestions to be emailed to her.

#### c. Committee Charge

- FY 2026 Priorities

### IV. New Business

Questions and discussion about a recent memo that was sent to positions with supervisory duties about FMLA and reporting obligations.

### V. Old Business

### VI. Announcements

#### A. ASPEN Interview

We are in the next phase of the ASPEN award process.

#### B. President's Evaluation

Dr. Taylor's evaluation will be posted for the College to review.

#### C. Interim Director of Nursing (Dr. April Dollins)

Dr. Dollins will be filling in the role of DON until we can find someone who can fill the Dean of AH/Nursing. Accreditors require the DON portion to be filled within 30 days of it becoming vacant.

#### D. Library

Christina has a lot of great ideas. She is moving around the library to attract new readers and increase utilization opportunities.

#### E. CCSSE

This is an evaluation of the College that focuses mainly on Student Affairs issues. They will pick a selection of sections to administer the survey. Dr. Pecord will notify those faculty as the information becomes available.

#### F.

### VII. Adjournment

A motion to adjourn was made by Teale and seconded by Dr. Shelby. All approved.