

NORTHWEST-SHOALS COMMUNITY COLLEGE
ACADEMIC COUNCIL MINUTES
February 9, 2016

Members Present: Debbie Benson, Ed Carter, Tom Carter, Roger Garner, Joe Hackworth, Timmy James, Rose Jones, Heather Johnson, Tim Kelley, Tim Maupin, John McIntosh, Teresa Roberson, Mark Simpson, Shelia Smith, Kim Tucker

Members Absent: Glenda Colagross, Rachel Trapp

Also Present: April Cookson, Dr. Humphrey Lee

The Northwest-Shoals Community College Academic Council met on Tuesday, February 9, 2016 in Building 101 – Room 110. The following is a summary of the items that were discussed at the meeting:

- **Summer Schedule – Rose Jones**

The summer schedule is due February 24th. All revisions should be sent to Lavon Duboise by the due date.

- **Upcoming Events – Rose Jones**

Community College Day – Tuesday, April 5th from 10:00 a.m. to 2:00 p.m. in Montgomery. The College will be chartering two busses for the trip. Please encourage faculty and students to attend.

NW-SCC Experience – Shoals Campus Dates: March 1st and 3rd and Phil Campbell Campus Date: March 2nd.

SkillsUSA – District Competition will be held on the Shoals Campus on March 18th. Details about this competition will be sent later. We will request the help of faculty and staff to help as judges to monitor the event.

- **Attendance Verification and Financial Aid Reinstatement – Tom Carter**

Please remind all faculty of the importance of meeting deadlines for attendance verification. All faculty should print the latest rolls to make sure all students listed are accounted for. If there are any mistakes, faculty can complete a financial aid reinstatement form as soon as they can to help processing all accounts in a timely manner.

- **Distance Education Changes – April Cookson**

The following items were presented by Ms. April Cookson:

Online Tutoring - Upswing online tutoring will be piloted with online math, science, and English courses for the spring and summer semesters. This will help meet SACSCOC requirements that we need to provide equivalent services for our online students.

Revised Distance Education Checklist - A sub-committee of the distance education committee has revised the distance education course checklist. The new checklist will be used to regularly evaluate all distance education courses. There is more focus on faculty preparation and interaction with students. (The revised checklist was shared during the meeting).

Course Redesign Stipends - Since the distance education course requirements have changed, the distance education committee felt that, instead of funding new course development, that we should pay stipends to fund some course redesigns. A request for course redesign proposals will be sent on in the fall.

- **General Education Competencies and College's Mission Statement – John McIntosh**

All present were handed out a copy of page 5 of the catalog: Institutional Mission, Philosophy and Goals. John McIntosh asked for all to review the information and proposed to change some of the wording that is redundant and can be eliminated. He requested feedback to be provided on the next Academic Council meeting.

- **New Letters of Appointment – John McIntosh**

The office of Human Resources has sent out letters of appointment. The format of the letters is new and he asked all present to inform faculty of this change.

- **Accounting Technology Program Changes – Ed Carter**

Ed Carter distributed copies of the proposed changes to the Accounting Technology Program. In the major requirements ACT141/142 would replace BUS241/242 that can transfer. Six hours of electives would be added to pick from among six courses. The total number of hours in the major requirement would remain the same.

Motion to approve changes was made by Rose Jones. Roger Garner seconded the change, and all members agreed to changes.

- **CIS Curriculum Changes – Teresa Roberson**

Teresa Roberson distributed copies of the proposed changes to the Computer Science program. Proposed changes align more with the most recent technologies and areas like Cyber Security courses.

The Computer Information Systems Technology Program will offer:

- Associate in Applied Science Degrees:
 - PC Maintenance/Security Option 110101 PCS
 - Software Development Option 110101 PO
- Short Term Certificates:
 - PC Maintenance/Security Technician (27 hours)
 - PC Software Technician (24 hours)

Motion to approve changes was made by Rose Jones. Tom Carter seconded the change, a vote was taken and all members were in favor.