

**Academic Affairs Leadership Team
February 3, 2025, 9am
Mason Hall Conference Room via Zoom**

Members present: Dr. Jay Edgren, Dr. Michael Conn, Dr. Sharmila Kakac, Cyndi Boyce and Tara Farleigh (Recorder). Rodney Raney - Absent

Guests: Chris Forde and Derek Dunn – Marketing and Communications Team

Department Updates

Dr. Kakac reported:

- 1) The Paramedic Education Program Advising Committee met last Friday. The required paperwork is continuing through proper channels to acquire approval for self-study and site visit with the first cohort to begin Fall 2025.
- 2) Quarterly reports were submitted for the JTED and Non- Credit grants. Funding has been received from the Non-Credit grant for the 2025 calendar year.
- 3) Budget workbooks have been received from Ryan Hawkins.
- 4) February 17th will be the first class for Basic Electricity (JTED) at TLBWRC.

Dr. Mike Conn reported:

- 1) Course design – Nine courses are slated to be completed during the spring semester.
- 2) Casandra Goldman has reached out to Dr. Conn inquiring about bringing back the Honors Program. He will help SALT with details since he previously worked on this project in the past. This will be housed in the SALT Division.
- 3) Static links for synchronous lecture halls and Help Desk ticket information were provided to faculty.
- 4) The IECC website has not been available to add/edit content and should be available this afternoon.

Cyndi reported:

- 1) A scheduling meeting took place to begin scheduling classes for the academic year (fall, spring, summer). The schedule will go live for viewing on February 26 and registration for summer and fall semesters is March 11.
- 2) Forty-nine courses have been submitted for deletion at next week's Dean's Meeting. The courses suggested for deletion are PEI, PEG, and PEO courses (most courses should be classified as Community Education).
- 3) The deadline for IAI submission is at the end of this month for Gen CHM and Organic CHM classes that separate the lab and lecture into two separate courses.

Dr. Edgren reported:

- 1) Administrative Guidelines – Dr. Edgren and Andrea McDowell are currently in discussions on using IECC employees to teach as an adjunct instructor.
- 2) Dr. Edgren gave an update on negotiations.
- 3) Dr. Edgren will be out-of-the-office February 18-21 but can be reached via email or cell phone.
- 4) The IECC Presidents met recently regarding Athletics. Currently, athletes receive one credit hour when registering in the sport they are playing. The Presidents will be speaking to the Athletic Directors encouraging them to discontinue this practice.

Approval Items

AALT Logo Designs

- A. Discussion:** Dr. Conn presented four logo designs. After discussion, the team selected one logo to alter with wording and color schemes.
- B. Decision:** Dr. Conn will work with Cameron to make edits and return with options at the next team meeting for review and approval.
- C. Action:** None

Informational/Discussion Items

Virtual Campus Visit – Chris Forde gave a demonstration of a draft Virtual Campus Visit for LTC. All four campuses will have virtual visits available on the IECC website in the near future. The TLB WRC will be located with OCC. This link will be visible on the scrolling Welcome page on the IECC website for easy access. Highlights to this visit include the latest maps, 360-degree photos by building/area with individual classrooms and interactive information buttons. This will be highly utilized by the Athletic and International Programs.

Adjournment 9:50am