



Academic Affairs Leadership Team ~ Meeting Minutes

April 16, 2026, 1:00 pm
Olney Central College- KW 1003

Members present: Dr. Cathy Robb, Dr. Michael Conn, Dr. Alani Frederick, Jessica McDonald, Amy Tarr, Rob Jackman, Kathy Wheeler, Eva Fatheree, and Mandy Greppares.

Absent: Cyndi Boyce

Updates

Dr. Robb:

- The AALT team discussed IECC's four strategic pillars and each of the 16 KPIs (Key Performance Indicators).
- Team members were paired up in groups where each group then reported out and shared their discussions.
- The pillars were also reviewed collectively, with emphasis on their interconnected nature rather than functioning as isolated components.
- The team shared ideas and suggestions on how Academic Affairs can meaningfully influence the four strategic pillars and various KPIs.
- The discussion was recorded by Mandy, and the ideas will be reviewed for themes and specific, measurable goals.
- A final review will be conducted at the next AALT meeting on May 12th.

Mandy Greppares:

- Updates on Program Review 2026 were provided.
- Members were reminded that program templates are available in the Program Review (PR) Teams.
- Institutional data has been provided by Brandon Weger and Mandy is entering this data into the templates.
- Master syllabi for each program's courses needs to be uploaded to the PR Teams once reviewed.
- PR Teams contains a tracking spreadsheet and PR documents from 2021 as a reference.
- Mandy will send a reminder email to individuals involved in the review process.

Rob Jackman:

- Perkins needs to know what items will be purchased using the FY27 budget by May 15, 2026.
- CTE Advisory Committee meetings are in progress for this month.

Consent Approval Items

Course and Curriculum

A. Discussion: The following Course and Curriculum Action Request (CAR) forms were reviewed.

- **INDMG C271- Workplace Skills: Remaining at 22 credit hours**
 - EDU 1198- First Year Experience will be replaced with FYE 1198- College Success
 - GEN 1110- Leadership Development will be replaced with FYE 1199- Professional Career Development

- **INDMA D500- Industrial Maintenance Technology: Remaining at 60 credit hours**
 - PLC series courses and the Communications courses will be repositioned to improve balance among required courses.
- **AUM C533- Light Vehicle Diesel Service: Certificate Inactivation**
 - AUM C533 will be inactivated due to low enrollment.
- **Course Revisions**
 - EDU 1610- Creating Educational Videos:
Revised from lecture/lab 1-0.5-0.5 to lecture only 1-1-0 and updating the student learning outcomes.
 - HBH 1289- Special Topics in Public/Social Services: Credit hours reduced from 6 to 2.
 - HIS 1104- History of Eastern Civilization: Credit hours reduced from 4 to 3 and changing the title to *History of Eastern Civ I*.
- **Course Withdrawals**
 - HIS 1105- History of Eastern Civilization II: Withdrawn.

B. Decision: Motion was made by Dean Frederick and seconded by Dr. Conn for AALT to approve the CAR forms as listed above. All were in favor, and the motion was approved.

C. Action: Dr. Robb will review the course and curriculum action request forms with Eva to ensure accuracy and that all program and course changes are properly documented and supported. Upon signing for approval, the completed CAR forms will be uploaded to the proper AALT Teams folder for archiving.

Tabled Items to be Discussed at the May Meeting:

- A.** EDU D365 and EDU C364- Paraprofessional Educator Degree and Certificate: Degree and Certificate Reactivation (Dean Boyce)
 - A Form 20R will be submitted to ICCB to reactivate EDU D365 and EDU C364.
- B.** GAD C198- Graphic Design: Increasing from 30.5 to 36 credit hours (Dean Boyce)
- C.** GAD D199- Graphic Arts and Design: Review Degree Inactivation due to low enrollment (Dean Boyce)
 - Review reactivation of the AFA degree with Graphic Arts as an area of concentration to improve the program offering for transfer students.
- D.** Review GEN 2297, ENG 1201 & ENG 1212 courses for overlaps and to possibly merge the outcomes/concepts into one course as proposed with the new course syllabus for ENG 1201 (Dean Boyce)
- E.** Procedure 500.5.2- Credit for Prior Learning: Certifications and Licensures (Dean Boyce)
- F.** Potential change with cosmetology, nail tech, automotive fees for the catalogue (Dean Tarr)

G. Background, intent, and the updated Academic Affairs Awards proposal (Dr. Conn)

Adjournment 3:30 pm

Next AALT Meeting on Tuesday, 5.12.26 at 2 pm at OCC – KW 1003.