



Academic Affairs Leadership Team
July 29, 2025, 9:00 am
MS Office Teams

Members present: Dr. Cathy Robb, Dr. Michael Conn, Dr. Alani Frederick, Cyndi Boyce, Robert Conn, Rob Jackman, Kathy Wheeler, Eva Fatherree, and Mandy Greparaes (Recorder).
Absent: Amy Tarr.

Department Updates

Dr. Conn reported:

- 1) CETL is exploring professional development certification opportunities for K–12 educators.
- 2) Dr. Conn has begun building a Canvas Faculty Resources tile with Canvas & teaching resources for faculty to utilize.
- 3) An optional CETL Virtual Workshop is scheduled for August 15, 2025, from 9:00 a.m. to 12:00 p.m. The session will be recorded.
- 4) Enrollment is now open for CETL Micro Certificates. Cameron Ireland plans to promote the program via social media.
- 5) Accounting, Chemistry, and English courses underwent review over the summer.

Rob Jackman reported:

- 1) Approval from ICCB to spend Fiscal Year 2026 Perkins funds is expected by mid-August 2025. Rob will inform the Deans of the supplies included in the budget.
- 2) Rob is scheduled to present on Advisory Committees at the IECC District Workshop on August 13, 2025.

Kathy Wheeler reported:

- 1) Sports classes have been added to the Fall 2025 and Spring 2026 schedules.

Approval Items

Course and Curriculum

- A. Discussion:** Eva presented a curriculum action request form proposing the inactivation of EPF 1219 Technical Rescue Awareness, along with a course action request form to update the prerequisites for EDU 2160 Child Development Practicum. Eva also shared revisions for EVE courses to be transitioned into the Office Management curriculum following the withdrawal of the Event Management Program, and for ENR courses to be incorporated into the Agricultural Technology/Production curriculum as a result of the Energy Program withdrawal.

AGP 1215 World Crop Production was approved to be designated as a Human (Cultural) Diversity Requirement for CTE programs.

- B. Decision:** AALT approved all submitted course and curriculum action request forms.
- C. Action:** Dr. Robb will review the course and curriculum action request forms, and upon approval, Mandy will send them to Eva.

Tiered Nursing Acceptance Pilot

- A. Discussion:** Dr. Frederick presented a proposal for a two-tiered nursing admission pilot for the 2026 academic year. The first tier would maintain the current admission process, while the second tier would allow students who scored within 15% of the TEAS cutoff in each category to be considered for any remaining seats not filled by tier one applicants. These tier two students would be required to attend summer workshops and demonstrate competency in four key areas: basic science, basic math, reading, and study skills/test-taking. The workshops will be delivered in a hybrid format and must be completed by July 31 for students to be officially accepted into the program. The proposal includes a financial plan and specifies that there will be no cost to students for attending the workshops.
- B. Decision:** AALT approved the pilot program recommendation.
- C. Action:** This item will be presented at the August SEPC meeting.

VU Surgical Tech 1+2 Agreement

- A. Discussion:** Dr. Frederick presented a signed 1+2 Agreement for the Surgical Technology Program at Vincennes University (VU). Under this agreement, interested students will complete their first year at IECC and their second year at VU. The agreement, effective for courses beginning in Fall 2025, outlines the required course equivalencies and program requirements for the Surgical Technology Program at VU. The signed document is available in the Teams folder.
- B. Decision:** AALT approved the recommendation.
- C. Action:** This item will be presented at the August SEPC meeting.

Informational/ Discussion Items

Lab Course Workload Update

- A. Discussion:** Eva informed the team that an Excel document has been created to track necessary syllabi revisions for lab courses, ensuring alignment with the new 1:1 faculty load ratio.
- B. Decision:** The Deans will update the document by identifying which courses fall under their respective meta-majors and specifying the appropriate faculty workload for each. The form will automatically calculate the corresponding lab load. The document has been uploaded to the Teams folder.
- C. Action:** None.

Program Review 2025- Outstanding Syllabi from Syllabi Review

- A. Discussion:** Eva emailed the Deans a list of courses with outstanding syllabi pending review. Robert has uploaded some of these syllabi to the Program Review 2025

Teams folder. ESL syllabi will remain unchanged due to ongoing course redesign efforts.

B. Decision: The Deans will submit the remaining syllabi to Eva.

C. Action: None.

Program Review 2026- Programs and Syllabi for Review

A. Discussion: Eva informed the team of several areas scheduled for review in 2026. These include multiple Career and Technical Education (CTE) programs, as well as the Social and Behavioral Sciences. Additional areas for review will include Athletics, Student Activities, and Vocational Skills. The full list has been uploaded to the Teams folder.

B. Decision: None.

C. Action: None.

Waiver Request

A. Discussion: Eva reminded the team that a waiver request needs to be submitted for any course that may produce more than one credit hour per week due to an accelerated delivery format

B. Decision: CMT 2280 was submitted for ICCB accelerated format approval.

C. Action: Approved from ICCB.

Pre-Professional Health Certificate

A. Discussion: Dr. Frederick proposed the development of a one-year Pre-Professional Health Certificate designed to cover prerequisite coursework required for Health Professions programs. This certificate would provide students who are not admitted into a specific program—or who choose to transfer elsewhere—with a meaningful credential upon completion.

B. Decision: Dr. Frederick will continue to explore this proposal further.

C. Action: None.

Dean Discussion Items:

A. First Year Experience Courses. Prefix will be changed to FYE effective for Spring 2026.

B. Communication will go out on July 31st from the VCAA to all faculty with an update on Dean Supervisory assignments that align with the Meta-Majors along with a rationale to support the changes.

C. Mandy Gre pares will be cross-trained to support the Deans in processing schedule changes and future schedule builds.

D. ASPIREDU – Instructor Insight training will be scheduled soon for the Deans. This dashboard will support tracking engagement in online classes within Canvas.

Adjournment 10:20 am