



Division Meeting Minutes

Date:	Thursday, September 10, 2026
Time/Location:	1:00 pm – 2:30 pm FCC
Facilitator:	Dr. Cathy Robb, VCAA
Attendees:	Dean Richards, Dean Tarr, Dean Sigler Eva Fatheree, Mike Conn, Kathy Wheeler, Jamie Carman, and Jessica McDonald
Ex Officio:	Megan Black, Cindy Smith, and Erin Volk
Not in Attendance:	Dean Frederick and Rob Jackman
Recorder:	Mandy Grepares

Meeting Summary

The AALT meeting focused on revised course and curriculum forms, Canvas and gradebook updates, preparations for Program Review 2027, and website and course revision tracking updates. The group also discussed eCampus, dual credit initiatives, faculty representation, and TRIO recruitment efforts.

Key Focus Areas

- Revised Course and Curriculum Action Request Forms
- Course Revision Spreadsheet
- Updates to New Pathways Website
- Program Review 2027
- Canvas Color Scheme and Options

Upcoming Deadlines

- Program Review 2027 data is due to Dr. Robb by November 1st, and reviewed syllabi are due to Eva Fatheree by December 1st.

Agenda Items

1. Dr. Conn – Colors of Canvas & Additional Canvas Options

Discussion

- The default color scheme for Canvas can be improved to better support designing courses accessibility requirements. A neutral lighter color scheme with grey and white was established and approved for updating.

- Dr. Conn is requesting feedback on additional Canvas functions that can be enabled. Jessica McDonald suggested enabling the New Quizzes feature after the Fall 2026 semester as this better supports assessment goals in Canvas.

Action Items

- Dr. Conn will meet with IT next week to explore additional Canvas options.

2. Dean Richards – Gradebook Visibility

Discussion

- The gradebook should be visible to students in Canvas.

Action Items

- Dr. Conn will determine whether a setting can be implemented to ensure gradebooks remain visible to students, as some students have reported not having access to their gradebook.

3. Approval Items

Discussion

- **Revised Course and Curriculum Action Request Forms**
 - The revised forms were provided to AALT in the Teams folder. Changes include additions intended to streamline course and curriculum revisions.

Action Items

- All approval items (as listed above) were approved by a unanimous vote by all AALT members. Lori Barger will create fillable forms and post them on Entrata – Employees – Forms - Deans.

4. Dr. Robb – Course Revision Spreadsheet & Updates to New Pathways Website

Discussion

- Any changes to the Spring 2027 schedule after it has been published will be tracked on the new Course Revision Form/Excel Spreadsheet. The document will be shared in the AALT Teams and will be effective as a procedure for AALT starting October 2026.
- Cameron Ireland is requesting monthly updates to any program changes that will need to be manually made to the new website. AALT identified updates needed for several pathways. "Arts & Sciences" should be changed to "Arts & Social Sciences," and "Business & Advanced Technology" should be changed to "Business & Advanced Technologies."

Action Items

- Dr. Robb will review a procedure on how schedule updates will be reviewed and approved to the Deans and schedule builders at the next AALT meeting.
- Mandy Greparaes will track the changes and provide monthly updates to Cameron Ireland.

5. Eva Fatheree – Program Review 2027

Discussion

- The program and courses to be included in Program Review 2027 were provided to AALT in the Teams folder. The Deans were also provided with printed syllabi to review with their faculty.
- Dr. Conn provided a list of online courses to be reviewed in support of Program Review 2027 in the AALT Teams folder.

Action Items

- Timelines and due dates for Program Review 2027 will be confirmed at the next AALT meeting.
- Program Review 2027 data is due to Dr. Robb by November 1st, and reviewed syllabi are due to Eva Fatheree by December 1st.

Action Item Tracker

Task	Owner	Deadline	Status
Course Revision Form/Spreadsheet	Dr. Robb	October 6 th	Due October 6 th for next AALT meeting
Program Review 2027 – Data Sets	Dr. Robb and Brandon Weger	November 1 st	In Progress
Program Review 2027 – Syllabi Review	Deans and Faculty	December 1 st	In Progress
Program Review 2027 – Establish Timelines/Due Dates	Dr. Robb	October 6 th	Due October 6 th for next AALT meeting

Additional Announcements

eCampus and Academic Affairs Workshop (C. Robb)

- The marketplace option has been removed from eCampus to prevent student purchasing and return issues.
 - Chris Simpson is working with eCampus to address access code issues and improve future communications with faculty.
- The Academic Affairs Workshop will be held on October 9. Potential breakout session topics include Canvas demonstrations, Assessment, and Simple Syllabus.

Faculty Representative (J. McDonald)

- Andy King has volunteered to be the new faculty representative at AALT.

Dual Credit (M. Black and E. Volk)

- Approval of a two-year pilot program for home-schooled students to access dual credit courses.
 - The program will start in Spring 2027 and allow home-schooled students to obtain up to 24 credit hours at the approved DC rate.

TRIO (C. Smith)

- Recruitment efforts for the TRIO program are underway to increase student enrollment and awareness.
 - Students must meet at least one of the following requirements: be enrolled at IECC, be a U.S. citizen or permanent resident, be a first-generation student, have a low income, or have a disability.

Next Meeting (Tuesday, October 6th @ LTC Williams Hall at 1 pm)

Adjournment

Meeting concluded at: 2:45 pm