

# **Academic Affairs Meeting Minutes**

## **Monday, November 11, 2024 at 3:00pm**

### **In-person, Memorial Union – Lincoln Room**

Attendees: Beth O'Neill (ex-officio), Tracy Davies (chair), Sarah Cook, Dion Harnowo, Michelle Heusi, Sarah Holt, Jim Schnoebelen, Barbara Scofield, Cherry Steffen

Guest: Amy Memmer

The meeting was called to order by the committee at 3:02 pm.

- I. Approvals
  - a. Minutes from the Academic Affairs meeting held on October 7, 2024, were presented.
    - i. A motion for approval was made by Sarah Cook and seconded by Jim Schnoebelen.
    - ii. The motion was passed unanimously.
  
- II. Action Items
  - a. Existing Programs / Significant Edits
    - i. Middle Grades STEM, BEd
      1. A motion for approval was made by Sarah Cook and seconded by Jim Schnoebelen.
      2. Cherry Steffen presented her proposal.
      3. Discussion occurred.
      4. Tracy Davies confirmed approval process after Academic Affairs. This proposal would be sent to Faculty Senate for their consideration.
      5. The motion was passed unanimously.
  
    - ii. Forensic Investigation Sciences Emphasis, BCJ
      1. A motion for approval was made by Sarah Cook and seconded by Sarah Holt.
      2. Amy Memmer presented her proposal.
      3. Discussion occurred.
      4. It was noted that if approved, the proposal would be sent to Faculty Senate for their consideration.
      5. The motion was passed unanimously.
  
- III. The committee discussed the AAC upcoming meeting schedule. If there were no items for the November 25<sup>th</sup> meeting and it was cancelled, the next meeting on the schedule would be February 3<sup>rd</sup>. If there was a potential curriculum emergency, options to meet and vote were discussed.
  
- IV. There being no further business to discuss, a motion was made by Tracy Davies and seconded by Jim Schnoebelen to conclude the meeting. The motion passed unanimously.
  
- V. The meeting ended at 3:20 pm. Minutes taken by Holly Broxterman.