



## Instructional Affairs Council Meeting

Friday, September 25, 2020

1:00 PM

Virtual via Zoom

### Ex-Officio Members:

Dr. Michael Heindl\*  
Mr. Jeff Horton\*  
Dr. Tonyalle Rush\*  
Mr. Dan Smith\*

### Council Members:

Katie Broadway  
Jared Brownlee  
Dwayne Casey  
Calvin Cooper  
Philip Correro  
Dr. Matthew Domas, Chair  
Angela Dortch  
Sarah Holt  
Guests: Mr. Brian Hale

Phyllis Johnson  
Dr. Don Jones  
Jay Lowrey  
Audrie McCann  
Shelley Miller  
Dr. Stephanie Mullins  
Lori Phillely

Dr. Keith Reed  
Stacy Taylor  
Carla Townsend  
Cathy Wilburn  
Dr. Carolyn Wiley  
Denise Willis  
Dr. Melissa Wright

*\*Denotes absence*

### I. Call to Order/Agenda Review

Dr. Matthew Domas called the meeting to order at 1:03 PM. There were no changes to the agenda.

### II. Approval of Minutes

Ms. Audrie McCann made a motion to approve the minutes of the IAC meeting held September 11, 2020 with no amendments. The motion was seconded by Ms. Denise Willis and carried unanimously.

### III. Instructional Policy Manual Procedures (601-610)

Policy 602 is under review until December due to information needed from Human Resources. Policy 601 will mirror 602 with subtle changes. Policies 603 and 604 are to be disbursed to the committee. Policy 605 is ready to be disbursed, 606 is under review. Policy 609 is ready to be disbursed, 610 needs more work.

### IV. Career-Technical Education

a) Graphic Design

Graphic Design course CAT1173 Typography II is an added class that allows students to utilize Typography to hone their skills. Typography has been approved by the state. Mr. Casey made a motion to approve the course, Don Jones seconded; passed unanimously.

b) **Cosmetology**

Offering COV295 (1-6 hours) is an opportunity for Cosmetologists whose license has expired to gain the proper number of hours needed for renewal. This will be held in the Spring and Summer semesters and be held in conjunction with current students. Mr. Casey made a motion to approve, Ms. Phyllis Johnson seconded; passed unanimously.

**V. Division of Health Science**

a) **Pre-Nursing**

Dr. Mullins suggested future students desiring to be in Pre-Nursing with an ACT score below 18 register for classes through general advisors. Future students with an ACT score of 18 or above should register for classes through the Nursing advisors. She also encouraged the institution to create a pathway in health care for the students that are below an 18 ACT score. Drs. Wiley and Mullins to meet with Stacy Taylor and Angela Dortch to meet and design program pathway for at risk students.

b) **Policies 603 & 604 covered in agenda item III.**

c) **School of Health Sciences Workload-discussed in item III**

d) **HCA Water Valley**

HCA will begin in the Spring at Everest in Water Valley under Workforce. In the beginning HCA will be non-credit with transitioning to for-credit Fall 2021. Prospectus to be submitted to SACSCOC for credit. Proposal to be sent to EC, BOT, MCCB, and SACSCOC. Dr. Mullins made a motion to approve, Stacy Taylor seconded; passed unanimously.

Dr. Wright will work with Dr. Mullins to house books at the public library for HCA student use.

**VI. DeSoto Center**

a) **Dr. Reed introduced Ms. Denise Willis' plan for creation of an Honor's Program through PTK and a PTK chapter initiative.**

Ms. Willis will work with Dr. Wiley on the specifics and address the committee at a later date.

**VII. BOT, BOA, MOT to Academic Discussion-opted to remove**

**VIII. No questions**

**IX. Adjournment**

Stacy Taylor made a motion to adjourn the meeting, seconded by Dr. Wright. Meeting adjourned at 2:24pm.

