



Instructional Affairs Council Meeting

5/20/2022 1:00 PM - 2:30 PM

<https://zoom.us/j/5103991188>

Location

Zoom

Participants

Samantha Latham (*Organizer*), Amy Latham, Angela Dortch, Audrie McCann, Carla Townsend (*Absent*), Carolyn Wiley (*Absent*), Courtney McMullen, Daphne O'Neill (*Absent*), Don Jones (*Absent*), Dwayne Casey, Ebone Dukes (*Absent*), JACOB MARSHALL (*Absent*), Jeff Triplett, Katie Broadway (*Absent*), Keith Reed (*Absent*), Lacey Gentry, Leslie Legendre (*Absent*), Lori Philley (*Absent*), Matthew Domas, Melissa Wright, Michael Heindl (*Absent*), NOAH FRASER (*Absent*), Phillip Correro (*Absent*), Phyllis Johnson (*Absent*), Stacy Honeycutt, Stacy W. Taylor, Stephanie Mullins

1. Call to order/Agenda Review

Dr. Matthew Domas

Meeting called to order 1:06pm.

Lacey Gentry and Courtney McMullen are doctoral candidates joining IAC as guests.

Agenda approved.

2. Approval of Minutes

Dr. Matthew Domas

After review, no changes are needed.

Decisions

- Minutes approved without amendments. Ms. Stacy Taylor motioned. Ms. Audrie McCann, second. Approved.

Attachments

[IAC Meeting MINUTES 4-22-22.pdf](#)

3. Career Technical Education

Mr. Dwayne Casey | Ms. Katie Broadway

3.1. LET 2383: Criminal Law & Procedures

An academic course credit was previously used for the technical elective in the Paralegal tech. program. Mr. McDavid hopes to adopt LET2383 and use it as the defined technical elective for the Paralegal Technology program.

"Defined Elective" - meaning the course is a technical elective, but it is a requirement for students in the program.

Does this benefit/impact the certificate or AAS options? Both, it is more relevant for the students if taught this way. This course is in the statewide curriculum document.

Angela Dortch asked, "If approved, will this change be updated on the degree plan and when will this go into affect?" If approved through Executive Council, the update will go into affect for the upcoming Fall Semester.

Decisions

- Mr. Dwayne Casey motioned to adopt LET2383 as the defined tech. elective for this program. Mr. Jeff Triplett, second. Approved.

Attachments

[LET 2383.pdf](#)

4. Other Business

4.1. Instructional Program Review Process

Ms. Stacy Honeycutt

The committee reviewed the document provided by Stacy Honeycutt. This document provides a visible flow of the instructional program review process. All of our instructional programs are reviewed on a five year cycle. The only new change to the process is the two year review.

Mr. Casey asked if a program is new when its time for review (within 2-3 years of starting), would a program review be necessary? No, you wouldn't have enough data built up for a program review; therefore, you would wait until the next review cycle to come around. You have to have enough data for people to be able to see completions and job placements.

Decisions

- Ms. Stacy Honeycutt motioned. Mr. Dwayne Casey, second. Approved.

Attachments

[Instructional Program Review Process.pdf](#)

5. Adjournment

Dr. Matthew Domas

Meeting adjourned 1:24pm