



# Instructional Affairs Council Meeting

2/22/2023 1:30 PM - 2:30 PM

## Location

<https://zoom.us/j/95205272572?pwd=SGICRn...>

## Participants

Whitney Wells (*Organizer*), Advising, Amy Latham, Andrew Dale (*Absent*), Angel Nickens, Angela Dortch (*Absent*), Audrie McCann, Carla Townsend, Carolyn Wiley, Courtney McMullen (*Absent*), Daphne O'neill (*Absent*), Denise Willis, Don Jones, Dwayne Casey (*Absent*), Ebone Dukes (*Absent*), Emily Davis, Jeff Horton (*Absent*), Katie Broadway, Keith Reed, Lekeisha Murry (*Absent*), Lori Philley (*Absent*), Matthew Domas, Melissa Wright, Michael Heindl (*Absent*), Phillip Correro, Stacy W. Taylor, Stephanie Mullins, Tonyalle Rush (*Absent*)

## 1. Call to Order

*Dr. Matthew Domas*

Meeting called to order at 1:31pm.

## 2. Review of Agenda/Approval of Minutes

- Motion to add COM 2173 pre-requisite to agenda as 7.1.
- No changes to the minutes.

## Decisions

- Carolyn Wiley motion. Amy Latham second. Agenda updated.
- Don Jones motion. Angel Nickens second. Minutes approved.

## Attachments

Instructional Affairs Council Meeting - 1\_26\_23 (1).pdf

### **3. Announcements**

*Dr. Matthew Domas*

- We transform student lives, enrich our communities and strive for excellence in our programs and services.
- 1/26/2023 IAC agenda items were all approved as written.
- We just had our first tennis victory in seven years.
- Jay Leno performing at Heindl PAC
- Band and pre-fest is happening today and tomorrow (high school bands performing at Heindl PAC).
- Please be preparing for budget plans.

### **4. VP of Instruction**

*Dr. Matthew Domas*

#### **4.1. Pathway Changes**

- Concerning pathway changes and who has the authority to do it.
- When a student's pathway is changed after they pre-register, any program fees for that pathway are not automatically calculated/changed along with it, which interferes with the student's financial aid.
- Additionally, when a student's major is officially changed, the student's financial aid does not transfer to the new major automatically. Instead, it shows up in the system as the student's financial aid already used for the previous major (which doesn't allow the student to use the aid for the new major).
- Students are welcome to change their pathways as needed, but the changes need to be made at the appropriate times of the school year and Financial Aid office needs to be notified.
- During pre-registration, the program should be determined before the student's course schedule is made.
- The effects of changing a student's pathway can be seen in Campus Key's Degree Plan tab without officially submitting the changes.
- This doesn't need a vote right now but review the document and come back to it for any further discussion.

#### **Attachments**

Pathway Changes.docx

### **5. AVP of Academic Instruction**

*Dr. Carolyn Wiley*

## 5.1. SSP 1003 Smart Start Course

- The RST class is the College and Career Readiness class that high schools are using in place of First Year Experience for dual students. The other version of RST is SSP 1003 which includes WorkKeys and would be taught via Adult Education instructors online.
- This course will be taken by high school students on the CTE track, will meet the high school career readiness requirement and can be used as a technical elective.
- If high school students decide on an academic pathway, then SSP 1003 can still be used in place of First Year Experience.
- Motion to approve SSP 1003 for College and Career Ready CTE pathway students, and it will equate to the First Year Experience core requirement if the students do end up in an academic pathway.

### Decisions

- Carolyn Wiley motion. Denise Willis second. Motion approved.

### Attachments

SSP 1003 Course Addition.pdf

## 6. Career Technical Education

*Mr. Dwayne Casey | Ms. Katie Broadway*

Attachment includes three different MCCB new option applications to be at the Concourse that will be complete in the fall semester for new programs.

### Attachments

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### 6.1. Industrial Automation and Controls Engineering Technology

- Industrial Automation and Controls Engineering Technology will be offered at the Concourse in the Fall semester. The first year of the program is a reflection of the IEET program while the second year of both programs allows students to choose a pathway. Pathway 1 would focus on electronics (Senatobia), pathway 2 would focus on automation and controls (Batesville).
- The Concourse already has the facilities to provide this new option.
- Motion to submit new option application for this program.

## Decisions

- Katie Broadway motion. Emily Davis second. Motion approved.

### **6.2. Business and Marketing Management Technology**

- This Concourse program will be a duplication of Desoto Center's Business and Marketing Management Technology program in order to reach potential students more south of the area NWCC serves.
- The need is there and the facility is prepared to take on this program.
- Because this program has already been approved under our current accreditation, SACSCOC allows us to move it to an approved location.
- Motion to submit new option application for this program for Fall 2023.

## Decisions

- Katie Broadway motion. Audrie McCann second. Motion approved.

### **6.3. Aviation Maintenance Technology**

- This is currently an Associate of Applied Science degree; however, about 50% of students only take the aviation maintenance courses.
- This is for students who only complete the aviation maintenance courses will be able to receive a technical certificate from NWCC upon completion.
- Motion to submit new option application for this program.

## Decisions

- Katie Broadway motion. Amy Latham second. Motion approved.

## **7. Old Business/Other discussion**

*Dr. Matthew Domas*

### **7.1. COM 2173 Pre-requisite**

- There's no pre-requisite listed in Campus Key for Interpersonal Communications; however, there is a pre-requisite (Speech) listed in the bulletin.
- Motion to remove this pre-requisite in the bulletin as well for accuracy.

## Decisions

- Carolyn Wiley motion. Angel Nickens second. Motion approved.

### Attachments

COM 2173 Prereq change.pdf

## **8. Adjournment**

*Dr. Matthew Domas*

Meeting adjourned at 2:47pm.

### Decisions

- Katie Broadway motion. Carla Townsend second. Meeting adjourned.