

# Academic Policy and Curriculum Committee (APCC)

Friday, January 19, 2024 – 9:00 AM via ZOOM

## In Attendance:

Catherine Whelan – Chair of APCC  
John Gleissner – Math and Science  
Alan Brasher – Humanities  
Deborah Vess – Social Science  
David Chevalier – AVP Academics  
Johnna Eaton – Social Science  
Candace Lynn – Math and Science

## Absent:

Armond Boudreaux - Humanities

## Guests:

Breanna Simmons – Faculty Senate  
Lynette Saulsberry – Registrar's Office  
Diana Cochran – Executive Assistant

1. Approval of October 27, 2024 Meeting Minutes  
Motion to Approve made by David Chevalier. Deborah Vess seconded.  
Vote was all in favor.
2. New Business: Items for Discussion/Approval
  - 2.1 New Courses
    - 2.1.1. Upper Level FinTech Courses created for use as electives. Syllabi posted in Teams folder. Syllabi came from ECore.
      - David Chevalier – Made a motion to approve.
      - Alan Brasher – Seconded.
      - Vote – All in favor. No abstentions.
  - 2.2 Annual Faculty Evaluation Policy
    - 2.2.1. Revision of Faculty Evaluation Policy
      - David Chevalier – Made a motion to vote on approving the revisions in the Annual Evaluation Policy.
      - Deborah Vess – Seconded motion.
      - Vote – All in favor. No abstentions
    - 2.2.2 Annual Report Form use as a trial for current year.
      - David Chevalier - Made a motion to vote and approve form.
      - John Gleissner – Seconded motion.
      - Vote – All in favor. No abstentions.
    - 2.2.3. Revision of Faculty Annual Evaluation Form
      - Table and comments sections need to be added.
      - David Chevalier - Made the motion to vote.
      - Candace Lynn – Seconded motion.
      - Vote – All in favor. No abstentions.
3. Other Business
  - 3.3.1. Curriculum planning has been submitted
    - Area B to Area I
    - Career readiness
    - Email will be coming out
    - More pathways
  - 3.3.2. Review of Faculty Handbook
    - The Faculty Handbook needs cleaning up.
    - Policies updated

-Breana Simmons – The Faculty Senate approved changes to the Handbook in May 2023.

3.3.3. Deborah Vess – Has been working on developing policy on classroom observations.

-Catherine Whelan – Circulate the rough draft. Look at the big picture. Look at the basic principles.

4. Adjournment