Academic Affairs Meeting Minutes
Date: Sept 21, 2026 Monday 3:30-4:30p
Location: MET 208

Voting Members:	**Present:**	**Absent (voting members):**
VPAA	Annemarie Hamlin	
Classified Rep		Jen Chance
Faculty Senate Rep	Vacant	
Faculty Rep	Jared Miller	
Faculty CTE	Sean Roberts	
Faculty CTE	Venus Nguyen	
Faculty Transfer	Jason Lamb	
Faculty Transfer ***(CHAIR)***	Christopher Hazlett	
Non-voting members:	**Present:**	**Absent (non-voting members):**
Dean of Enrollment Management & Registrar	Tyler Hayes	
Assessment & Curriculum Administrator	Gabrielle Orsi	**Guests:**
Committee Specialist	Jennifer Beltis	
Chair-Moot Rep	Jason Lamb	
CTE Council Rep	Vacant	
Faculty Forum Exec	Vacant	

Meeting began @ 3:30p
(Note: ***Approvals and Action items written in red****.)*

Old Business

A. Unfinished Items:
- Review Academic Affairs Committee Minutes from 6/08/2026

Jason Lamb moved to approve with minor edits; Jared Miller seconded – **Motion Approved**

New Business

A. Information Items:
- Review the following:
  - Procedures and Charge of the Academic Affairs Committee
  - AA Committee End of Year Report AY 25/26
    - Notable issue is there isn't a centralize folder to drop documents into for all committee members to look over – A Microsoft Teams Group was suggested with Annemarie offering to get that started with the Chair and Jennifer Beltis as co-owners

- Open Committee Positions: Christopher will contact all parties and chairs to fill the open committee positions
  - Faculty Forum Executive Team Member
  - Faculty Senate Rep
  - CTE Council Rep: Christopher to confirm with CTE Council if Venus is the official representative to the AAC or a new person
  - Chair-Moot Rep: Jason Lamb
- Curriculum Committee Updates 25/26: Gabrielle Orsi - **See Attached Document**
  - Will Provide final version of the new program proposal form to the Academic Affairs Committee for input.
  - Will Finalize the Learning Outcomes and Assessment (LOA) Committee roster and communicate the regular meeting schedule.
    - LOA will be actively talking about assessment and planning the next multi-year cycle and seeking input
  - Curriculum Committee will meet first time 9/29/26
  - AAC Regular Agenda item under "Old Business" to review Curriculum Minutes starting 10/5/26

B. Action Items: n/a
C. Other Items: n/a
D. Future Items: n/a

Jason Lamb moved to adjourn; Jared Miller seconded – **Motion Approved**
The meeting adjourned at 4:14p.
Next Meeting: 10/05/26 at 3:30 – 4:30p, MET 208