

## Academic Affairs Council

Meeting Summary – January 15, 2008

Boardrooms

**Present:** Bridgid Backus, Russ Burchard, Rod Carter, Margarita Casas, Colleen Clancy, Bruce Clemetsen, Dodi Coreson, Lynne Cox, Darci Dance, Pamela Dunn, Richard Gibbs, Beth Hogeland, Kristen Jones, Sharon Ketchum, David Kidd, Rick Klampe, Wendy Krislen-Adams, Mary Ann Lammers, Dan Lara, Janet Lodge, Cathy Lovingier, Elizabeth Lundy, Ann Malosh, Dawn McNannay, Faye Melius, Audrey Perkins, Jorry Rolfe, Gary Ruppert, Carol Schaafsma, Tom Smithburg, Linda Spain, Christy Stevens, Mark Weiss, Gary Westford, Jerry Wille, James Wilson, and Jerri Wolfe

Guests for discussion topics: Steve Gribble, Brian Sandersfeld, Brenda Pace, Vern Smith, Lynn Trimpe, and Chareane Wimbley-Gouveia

**Absent:** John Aikman, Scott Anselm, Jim Bell, Sheri Billetter, Perry Carmichael, Patsy Chester, Denis Green, Fred Haynes, Alan Heywood, Mike Holland, Mike Houglum, David Ketler, Phil Krolick/Bryan Schiedler, Karin Magnuson, John Niedermann, Steve Pearson, Ron Sharman, and Alice Sperling

**Welcome:** The meeting was called to order by Christy Stevens.

**Online SRF Web page:** Overview by Vern Smith, Brian Sandersfeld, and Steve Gribble of new process when requesting installation of software for computers in labs. This is not required for Microsoft Office, unless a particular plugin is needed. IS staff are working on developing a list to show what is installed in each of the labs. When that is completed, it will be available online. It's always a good idea to touch base with the lab manager when using software, even if a SRF isn't needed.

**Action Needed:** Share information in departments. Send concerns to Vern Smith.

**Book Store Workgroup:** The Bookstore staff want to uncover to the obstacles that prevent faculty from getting the appropriate texts for their classes. Brenda Pace, Bookstore manager, joined the meeting to request four or five volunteers to form a short-term workgroup to address that question and create a system that will better serve faculty and students. Cathy Lovingier, Wendy Krislen-Adams, Dodi Coreson, and Rod Carter volunteered.

**Action:** The workgroup will report back to AAC in February.

**Children on LBCC Properties:** Chareane Wimbley-Gouveia and Kristen Jones, the sponsors of a proposed administrative rule regarding children on LBCC properties, requested feedback on the proposed rule. Members were asked to consider the following: Will this rule support the decision that I/we/our department wants to make? If so how? If not how? From an institutional standpoint, with this Administrative Rule in place can we still welcome children on campus? Do we support students who are parents? Some of the comments included:

- children are permissible in some areas
- short-term, drop-in childcare is needed
- want flexibility to say yes or no
- children should not be allowed in class
- think beyond one class – does it work for the whole day to have your child with you

- if you are in a cohort program, make a department decision that all follow
- list includes no's and maybe's – should there be two lists?
- pull classrooms out of the list
- “have responsibility” change to “have authority” – make the language more flexible
- use principles, not a list, i.e. safety issue, is or could be unsuitable, is or could be disruptive
- do classified want discretion, or do they want a specific rule?
- include ideas for childcare solutions in the student handbook
- not supportive of students who are parents – consider how to be supportive

**Action:** At the request of members, this will be discussed again at the next AAC meeting in order to give time for discussion in departments.

**AAC Meeting Feedback:** At the last AAC meeting, members completed a feedback form. The results were shared. Another questionnaire will be administered at the end of spring term.

**Adjourn:** The meeting was adjourned at 4:30 p.m.

Upcoming Division Meetings with Rita	
Monday, February 4, 3 p.m.	Culinary Arts / Family Resources & Education
Monday, February 11, 3 p.m.	Academic Development & Library Services
Monday, February 25, 3 p.m.	Benton Center Liaisons
Thursday, March 6, 4 p.m.	Engineering & Industrial
Monday, March 10, 3 p.m.	Health Occ. & Workforce Education
Thursday, May 1, 3 p.m.	Business & Computer Systems
Thursday, May 15, 3 p.m.	Arts & Communication
Thursday, May 29, 3 p.m.	Student Services / Health & Human Services