



## Academic Affairs Committee (AAC) Meeting Minutes

Date: Thursday, March 26, 2026

Time: 10:30am – 12:00 p.m.

Location: Library, room 141

### **Attendees:**

David Harvey, Manuel Lopez, Sandra Gilchrist, Carrie Benes, David Rohrbacher, Ryan Buysens.

### **1. Class Schedules, Mini-Classes, and Registration Issues (DH)**

Discussion:

- Adjustments to class scheduling and mini-class structures discussed.
- Survey planned for faculty and students to gather feedback and improvements.

Action Items:

- DH to distribute survey.
- AAC to review results.

### **2. Access to Student Records After SES Discontinuation (DH)**

Discussion:

- Records currently accessible via Navigate 360 and Degree Works.
- Concern raised about access for non-advisee students.

Action Items:

- Registrar/Academic Affairs to clarify access permissions.

### **3. Academic Dispute Policy (ML)**

Discussion:

- Draft policy reviewed with concerns about required faculty meeting step.
- Questions raised about procedures if faculty are found responsible.
- Concerns noted about impact on faculty.

Action Items:

- ML to revise policy.
- Policy to return to AAC for review.

#### **4. Safety and E-Bikes (SG)**

Discussion:

- Concerns about speed and safety of e-bikes.
- Suggestion for campus safety campaign.

Action Items:

- AAC to explore safety campaign options.

#### **5. Degree Works & Simple Syllabus Implementation (CB)**

Discussion:

- Simple Syllabus implementation set for April 13, 2026.
- Need identified for Degree Works training.

Action Items:

- Registrar to coordinate training.
- Academic Affairs to support rollout.

#### **6. Procurement Delays (CB, SG)**

Discussion:

- Delays impacting hiring and operations discussed.

Action Items:

- Academic Affairs to raise concerns with Procurement.

#### **7. Lab Fees (ML)**

Discussion:

- New lab fees will require BOT approval.
- Related travel policy questions noted.

Action Items:

- ML to initiate BOT approval process.

### **Next Steps / Follow-Up Summary**

Topic	Responsible Party	Timeline
Scheduling survey	DH	Spring 2026
Student record access clarification	Registrar / Academic Affairs	Spring 2026
Academic Dispute Policy revision	ML	Spring 2026
E-bike safety campaign	AAC	Spring 2026
Degree Works training	Registrar	Spring 2026
Simple Syllabus implementation	Academic Affairs	April 13, 2026
Procurement review	Academic Affairs	Spring 2026
Lab fee approval	ML / BOT	Spring 2026

Adjournment: 12:00 p.m.

Minutes prepared by: Manuel Lopez & Deja Rowe