

## Academic Planning and Budget Committee

August 26, 2021

Minutes

Webex, 1:00pm to 2:30pm

1. Attendance:
  - a. Members: Kevin Wagner (Chair) Chris Beetle, Fred Hoffman, Hari Kalva, Meredith Mountford, Paul Peluso, Anita Pennathor, Bret Danilowicz and Stacy Volnick.
  - b. Guests: Kim Dunn, Michele Hawkins, Russ Ivy, Christa Eitel, Julie Golden-Botti, Willie Freeman and Brian Hodge.
2. Call to order at 1:00pm by Chair, Dr. Kevin Wagner.
3. With positive approval, the Academic Planning and Budget Committee minutes from April 8, 2021 have been approved.
4. Electronic System for Curriculum Changes
  - There was a discussion on piloting the course proposal form before adopting it. After discussion, Dr. Chris Beetle **moves to table the Electronic System for Curriculum Changes**. Dr. Paul Peluso seconds. After a majority vote the motion carries.
5. Syllabus Template (SACS Changes)
  - After discussion, Dr. Julie Golden-Botti will send a copy of the copy of the Online Program Commitment Form to the committee. Dr. Meredith Mountford **moves to table the Syllabus Template**. Dr. Chris Beetle seconds. After a majority vote, the motion carries.
6. Budget Presentation Announcement (September Meeting)
  - After discussion, the presentation will take place on September 23<sup>rd</sup> at 1pm.
  - The town hall will be on zoom via a town hall format.
  - There will be 20 minutes for questions and answers.
  - There will be two meetings in October – regular committee meeting and a full budget presentation by Vice President Stacy Volnick.
7. Meeting adjourned at 1:58pm.