

Academic Process & Policy Advisory group

Agenda: May 5, 2025

8:30-9:30 ADM 202 (Chancellor's Large Conference Room) and by Distance

[Join Zoom meeting](#) or call 1-669-900-6833 – Meeting ID: 824 8809 3896 – Passcode: 627419

- Welcome and some celebrations and shout outs.
 - First Two Weeks Back - See [Academic Calendar and Other Academic Deadlines](#)
 - Accreditation/Assessment Retreat, May 8 (9:00-12:00), LIB 307 and Zoom, [Register](#)
 - Program Review - This year's reviews; Informational Session, October 23 (2:30-4:00), ADM 202 and [Zoom](#)
 - Curriculum - Coming through now; Curriculum Convocation in August
- Report out from and discussion with the Task Groups.
 - a. **Student Handbooks** - Kristin Lutz (Lead), LeeAnne Carrothers, Bridgett Mayorga, Fred Dyen, Donna Aguiniga
 - b. **Internship Learner Agreement**- Julie Wrigley (Lead), Khrys Duddleston, Eric Murphy, Cary Moore, MaryCatherine Harmon, Al Grant, Travis Hedwig, Kristen Ogilvie
- **Next year's task** - Scheduling, including reviewing and revisiting the standard course blocks, working across all campuses, etc.
- Accreditation Update.
 - a. **UAA's Evaluation of Institutional Effectiveness Report Status.** Standard 1.C Student Learning is posted along with a survey for guidance on the [NWCCU Reports and Responses](#) page. Please read the draft and provide guidance, and encourage faculty and staff in your unit to do so as well.
 - d. **Site Visit Preparation.** How are you preparing folks in your college?
- Waitlists. In looking at this information, what does it mean to you in your current role? How about if you were the dean? How about if you were the provost?
- Subject Lines
- Open Discussion
- Informational
 - [Academic Calendar and Other Academic Deadlines](#) (Includes First Two Weeks Back, curriculum, assessment, program review, textbook, and fee deadlines, among others)
 - a. Accreditation/Assessment Retreat, May 8 (9:00-12:00), LIB 307 and Zoom, [Register](#)
 - b. Curriculum Convocation, August 13 (2:00-4:00), LIB and Zoom, [Register](#)
 - c. Program Review Informational Session, October 23 (2:30-4:00), ADM 202 and [Zoom](#)
 - [NWCCU Reports and Responses](#)
 - [UAA Academic Catalog](#) (Most UAA specific academic policies are published here)
 - [Academic and Related Policies and Procedures](#) (Includes policies and procedures such as for scheduling blocks, dual enrollment, specialized accreditation, course fees, etc.)
 - [Academic Program Review](#) (Provides an overview of the process as well as the seven-year schedule, this year's specific schedule, and past reports)

- [Assessment Handbook](#) (Updated and Approved April 18, 2025)
- [Academic Assessment Plans and Reports](#) (Look here for plans, the schedule of reports due, and past reports)
- [Curriculum](#) (This is the main webpage for curriculum and curriculum guidance)
- [Licensure and Certification](#) (Federally required webpage)
- **Possible Future Topic Ideas:** Required student placements; programs leading to licensure and certification; Federal and other regulations - what are they and what they mean to you in your role; Working with General Counsel; Looking at ourselves through the lens of NWCCU's rubrics - how are we doing? Agency in mid-level administrator roles; Thinking through our college/campus cultures and your role; Messaging from this level.

Academic Process & Policy Advisory Membership

Committee Member	Committee Member	Committee Member
Susan Kalina, Senior Vice Provost, OAA, Chair	Al Grant, Associate Dean, Technical Programs, CTC	David Moxley, Assistant Dean, School of Justice & Human Services, COH
Donna Aguiniga, Assistant Dean, School of Social Work, COH	MaryCatherine Harmon, Director, Academic Affairs, Mat-Su College	Eric Murphy, Assistant Dean, Psychology, CAS
Jennifer Brock, Associate Dean, CoEng	Ian Hartman, Associate Dean, Faculty Affairs, CAS	Kristen Ogilvie, Associate Dean, Student Affairs, CAS
LeeAnne Carrothers, Assistant Dean, School of Preventive and Therapeutic Sciences, COH	Travis Hedwig, Assistant Dean, Division of Population Health Sciences, College of Health	Andre Rosay, Associate Dean, Community & Behavioral Health Programs, COH
Scott Downing, Assistant Director, Kenai Peninsula College	Kristin Lutz, Associate Director, School of Nursing, COH	Julie Wrigley, Interim Associate Dean, CBPP
Khrys Duddleston, Assistant Dean, Biological Sciences, CAS	Bridgett Mayorga, Assistant Dean, School of Allied Health, COH	Kathy Young, Assistant Dean, WWAMI School of Medical Education, COH
Fred Dyen, Assistant Dean, Aviation Technology, CTC	Cary Moore, Associate Dean, Clinical Health Programs, COH	Megan Carlson, OAA (<i>Support</i>)

Scheduled Meeting Dates Academic Year 2024 – 2025

First Mondays 8:30-9:30 a.m.

Date	Meeting	Time	Location
Monday 9/23	Committee Meeting	9:00-10:00 a.m.	ADM 202 & Zoom
Monday 10/7	Committee Meeting	8:30-9:30 a.m.	ADM 202 & Zoom
Monday 11/4	Committee Meeting	8:30-9:30 a.m.	ADM 202 & Zoom
Monday 2/3	Committee Meeting	8:30-9:30 a.m.	ADM 202 & Zoom
Monday 3/3	Committee Meeting	8:30-9:30 a.m.	ADM 202 & Zoom
Monday 4/7	Committee Meeting	8:30-9:30 a.m.	ADM 202 & Zoom
Monday 5/5	Committee Meeting	8:30-9:30 a.m.	ADM 202 & Zoom

SUMMARY FROM APRIL 7, 2025 MEETING: Walked through several informational items. The group was also updated on the progress of the working groups.