

Academic Affairs Meeting Minutes

Date: 02/02/2026, Monday 3:30p-4:30

Location: MET 208

<p><u>Voting Members:</u> <i>Chair</i> <i>VPAA</i> <i>Faculty Senate Rep</i> <i>Faculty Rep at Large</i> <i>Faculty Transfer</i> <i>Faculty Transfer</i> <i>Faculty CTE</i> <i>Classified Rep</i></p>	<p><u>Present</u> Breah Bollom Annemarie Hamlin Tes Schaeffer Josh Evans Christopher Hazlett Rebecca Franklin (Sub) Venus Nguyen Jen Chance</p>	<p><u>Absent (voting members):</u> <i>Fleur Prade out for Winter Term</i></p>
<p><u>Non-voting members:</u> <i>Dean of Enrollment</i> <i>Management & Registrar</i> <i>Assessment & Curriculum</i> <i>Administrator</i> <i>Faculty Forum Exec</i> <i>CTE Council Rep</i> <i>Chair-Moot Rep</i> <i>Committee Specialist</i></p>	<p><u>Present</u> Tyler Hayes Gabrielle Orsi Sara Henson Venus Nguyen Josh Evans Jennifer Beltis</p>	<p><u>Absent (non-voting members):</u> <u>Guests:</u> Evan Palmer (ASCOCC)</p>

Meeting began @ 3:30

(Note: **Approvals and Action items written in red.**)

Unfinished Business:

- A. Review Academic Affairs Committee Minutes from 01/05/2026
Josh Evans moved to approve; Tes Schaeffer seconded – Motion Approved

Old Business: n/a

New Business

- A. Information Items : Gabrielle Orsi - Assessment and Curriculum
 - **Pass/No Pass grading criteria** - Discussed when should a course use Pass/No Pass grading with examples along with the current GPM grades policy. This was first discussed with the Curriculum committee with the OK to pass on to the AA committee with the intention for Gabrielle to get a better understanding of the whole picture and acquire a small list of ways in which this has been used in the past. The AA committee suggested to add to the list Developmental Education Courses, if not already being used.



- **Instructor approval for courses** - Gabrielle asked the committee to discuss (for a better understanding of using this application) the various reasons and uses for instructor approval and special registration requirements, with examples of its implementation across different courses.
- **COCC Certificate corrections from HECC** – Gabrielle went over compliance issues with the State of Oregon (HECC) regarding certificate naming and conventions and credit ranges along with the work group’s changes to HECC to be in compliance.
 - A work group consisting of Assessment and Curriculum and Admission and Records looked at issues and proposed that COCC rename **ALL** certificates **except** Career Pathway Certificates to “Certificate of Completion”.
 - Academic Affairs discussed implementation challenges, including how employers will differentiate between one-year and two-year certificates, and the need to update marketing materials, transcripts and web content.
 - The work group decided to recommend lumping all certificates (except for Career Pathway Certificates) together and renaming them as a “Certificate of Completion” rather than advising programs to add or subtract credits, which would be treated by the state as launching a new program, making **a lot** of new justification paperwork.
 - Anyone needing more information can email Gabrielle anytime with those questions.

B. Action Items: n/a

C. Other Items: n/a

D. Future Items: n/a

Josh Evans moved to adjourn; Jen Chance seconded – Motion Approved

The meeting adjourned at 4:33p.

Next Meeting: February 16th at 3:30 – 4:30, MET 208