

**Academic Affairs Meeting Minutes**

**Date: April 27, 2026, Monday 3:30-4:30p**

**Location: MET 208**

<p><b><u>Voting Members:</u></b>  <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><b><u>Present</u></b>            Breah Bollom            Annemarie Hamlin            Tes Schaeffer            Josh Evans            Christopher Hazlett            Fleur Prade            Venus Nguyen            Jen Chance</p>	<p><b><u>Absent (voting members):</u></b></p>
<p><b><u>Non-voting members:</u></b>  <i>Dean of Enrollment</i>  <i>Management &amp; Registrar</i>  <i>Assessment &amp; 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><b><u>Present</u></b>            Tyler Hayes              Gabrielle Orsi              Sara Henson            Venus Nguyen            Josh Evans            Jennifer Beltis</p>	<p><b><u>Absent (non-voting members):</u></b></p>     <p><b><u>Guests:</u></b>            Amy Howell            Cindy Lenhart            Sharon Bellusci</p>

Meeting began @ 3:30

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

**Old Business**

- Unfinished Items:
  - Review Academic Affairs Committee Minutes from 4/13/26

**Annemarie Hamlin moved to approve; Rebecca Franklin seconded – Motion Approved**

**New Business**

- Information Items: n/a
- Action Items:
  - **Second Reading:** Angie Anderson-May - Policy review of updated Approval Process for Fees A-30-2

**Annemarie Hamlin moved to approve; Tess Schaeffer seconded – Motion Approved**

- **First Reading:** Gabrielle Orsi, Amy Howell, Sharon Bellusci - Proposal: Early Literacy Foundations Certificate of Completion
  - Amy provided background on the COCC's long-standing work in early literacy development, supported by grants from the Central Oregon Health Council. She emphasized the importance of addressing early literacy challenges, noting Oregon's poor national ranking in reading scores.



- The committee discussed the terminology on the phrase "enhanced roles in classroom teaching." After a short conversation, the team agreed to modify the language to "enhanced skills" or "additional skills" to better reflect that the certificate provides skills development rather than new job roles.

Jennifer Chance moved to approve with amendments; Tess Schaeffer seconded – **Motion Approved**

- **Nominations** for Academic Affairs Chair for AY 26-27
  - Christopher Hazlett nominated by Annemarie Hamlin and Breah Bollom

Jen Chance moved to approve; Josh Evans seconded – **Motion Approved**

- Other Items: n/a
- Future Items: First Reading: Gabrielle Orsi, Cindy Lenhart, Brian Keechle - Proposal: Gas Tungsten Arc Welding (GTAW) Career Pathway Certificate of Completion (CPCC)

Venus Nguyen moved to adjourn; Tess Schaeffer seconded – **Motion Approved**

The meeting adjourned at 3:58p.

**Next Meeting: 5/11/26 at 3:30 – 4:30p, MET 208**