

CHARGE AND MISSION

The Academic Affairs Committee's primary responsibility is to review and make recommendations to the college's administration and the Board of Trustees relating to its educational programs and in accordance with the college's mission to ensure a high quality education and a learning environment for all who desire to gain knowledge and enrich their lives. The committee will review educational programs and submit recommendations concerning the appropriate actions needed for the following academic matters:

- New programs,
- New courses,
- Elimination of program(s) or placement of program(s) on moratorium,
- Deletion of courses,
- Modification of courses,
- Modification of programs,
- Award of college credit,
- other substantive educational changes,
- policies on grading and attendance and
- curriculum review.

Responsibilities of the AAC also include, but are not limited to the list below:

- recommending registration procedures that affect performance in the classroom.
- recommending registration procedures that allow students to register for the next level of a class.
- examining and making recommendations regarding the withdrawal policy and date, transfers into other sections, the audit policy, and credit-by-exam.
- reviewing and revising the charge of the committee on a regular biennial schedule.
- reviewing the relationship of and receiving reports from major committees such as the General Education Committee, the Gordon Rule Committee, the Calendar Committee, and the Academic Standards Committee.
- addressing and implementing the state mandated changes and regulations that affect curriculum and programs.
- reviewing and acknowledging articulation agreements.
- helping to improve the information flow from the administration to the clusters.
- recommending changes to current policies on academic standards, cheating, and plagiarism.
- providing clarification on the role of the cluster representative on the AAC in terms of whether the representative follows the cluster opinion or the cluster representative's opinion.

NOTE: PSAV agenda items will be presented as informational items and do not require AAC action. Committee action is required only when articulated credit is requested.

The Academic Affairs Committee and the curriculum cluster process shall adhere to Robert's Rule of Order.