

## Technology & Aviation Division Meeting

March 7, 2023

### Agenda

- I. Call to Order
- II. Approval of Minutes – December 6, 2022
- III. Approval of Agenda – March 7, 2023
- IV. Division Chair Report
- V. Guest Speaker(s)
  1. Shelby McIntyre, Career Education Counselor
- VI. Old Business
  1. Sexual Harassment Training Completion Date was February 17, 2023
  2. Submit Perkins V Purchases
  3. Career Trek Day is April 14th
  4. Covid Reporting Updates
  5. Simple Syllabus Update
  6. Excused Withdrawals Have Ended - Class Retakes and Third Attempts
  7. eLumen Update
  8. Use of Personal Email (Student or Faculty)
  9. FERPA Reminder
- VII. New Business
  1. Cyclical revision of ENGR 240
  2. Skill Awards/Digital Badges
  3. Travel Request Process – Pre-approval survey to Freddy, fill out fillable travel request form upon Freddy pre-approval, determine funding source for travel, and submit to Curtis
  4. Gader due March 15 (3 hours for adjunct, 6 hours full-time). For hours not completed, must submit “Intent to Recertify.” @ONE may be going away – plenty of GADER in-house. Sole IOTL course started March 6th. Contact Samantha Garagliana for anything GADER.
  5. Petitions
  6. Division Chair Election may occur November 2023
  7. Flex Due May 15th (no paper submissions – instead on VRC)
  8. Academic Calendar Controversy – Final Exam Schedule
  9. ChatGPT Consideration
  10. Disruptive Students
- VIII. Governance/Special Committee Reports:
  1. Academic Senate
  2. Committee on Distance Education
  3. Student Learning Outcomes and Assessments
  4. Guild
  5. Diversity, Equity, Inclusion, and Accessibility

IX. Announcements/Information

X. Adjournment