

Academic Quality Committee (AQC) Meeting Minutes

Date: October 21, 2025

Location: Zoom

Present: Missy Travelsted, Blair Thomas, Miranda Peterson, Matt Shake, Nancy Hulan, Brooke Gross, Jennifer Hammonds, Sarah Herbert, Rob Hale

Absent: Nadia Houchens, Gihan Edirisinghe, and Jaden Marshall

1. Call to Order

The meeting was called to order by Missy Travelsted at 3:45 PM via Zoom. She welcomed attendees and reviewed the agenda, noting topics including the spring resolution, ramp model review, and faculty policy updates.

2. Old Business

- Spring Resolution and Scheduling Challenges – The committee confirmed that the four-day week proposal was officially scrapped due to classroom availability issues. The concept may be revisited in the future. Brooke Gross and other committee chairs will prepare a new spring resolution draft for next month.

- Ramp Model Review and Budget Discussion – The committee discussed creating a consolidated summary combining Jess Folk's original proposal with recent feedback to share with the budget discussion group led by Dan. This document will clarify academic and scheduling implications to support future budget conversations.

3. New Business

- Sabbatical Leave Policy Revisions – Rob Hale presented updates to the sabbatical policy to clarify eligibility timing and reduce confusion. The committee noted the October 2025 revision date should be added following cabinet approval. Applications are most frequent in the Potter and Ogden colleges. No further discussion on this policy revision.

- Faculty Credentials Policy Updates – Members supported distributing both clean and track-changes versions of the updated credentials policy to ensure transparency and clear communication. The committee had no further discussion on this policy update.

4. Adjournment

The meeting was adjourned at 4:00 PM. The next scheduled meeting is November 18, 2025, at 3:45 PM.

Minutes submitted by: Miranda Peterson
Academic Quality Committee Secretary