

RE: Academic Information Services Advisory Committee ([AISAC](#)) Meeting in LRC 202

DATE: October 10, 2012

MEMBER ATTENDANCE:

PRESENT: Matthew Frank, Mollie Freier, Marsha Lucas, Nancy Maas, Kenneth Mullins, Judith Puncochar, Neil Russell, Bao Truong, Darlene Walch

ABSENT: Vic Holliday (excused)

GUESTS: None

QUORUM: Yes (8 of 9)

CALL TO ORDER: 4:05 A.M.

ADJOURNED: 5:17 P.M.

- I. Call to Order by Chair Mollie Freier at 4:05 P.M.
- II. Agenda
 - a. Motion to approve, Nancy; second, Judy; Carried
- III. Minutes of September 5, 2012
 - a. Moved to approve the revised minutes, Marsha; seconded, Nancy; Motion carried
- IV. Old business
 - a. Student member? – ASNMU is having a difficult time currently, so we might have to wait for a student representative on the AISAC committee; Send an email to ASNMU in a while, after things settle down.
 - b. Relationship of AISAC to Academic Senate – Dean is ex officio on this committee, we can ask, we can file a report with Senate,
- V. New business
 - a. Darlene Walch: What does AISAC want to work on?
 - i. Digital Commons – Provost Lang supports Digital Commons, library has taken on the management piece of Digital Commons, which will replace the scholarly resource site on mynmu.edu. The Library staff will place initial information to Digital Commons. Faculty can check their work before going public. Full text manuscripts can go out as well, e.g., students can submit thesis through the publishing side of digital commons. [For more information, check the AISAC 4-19-12 minutes on the ShareDrive.]
 - ii. Higher Learning Commission (HLC) requires an Application for Substantive Change (ASC) when a substantive change occurs at an institution. NMU will need to complete an ASC because the Doctor of Nursing Practice (DNP) has been approved at all stages (i.e., state level, Provost, and Board of Trustees). NMU will submit the DNP to the HCL and will need to address the question of how NMU assesses, reviews, and evaluates quality in distance education offerings. Academic Affairs has agreed to become part of Quality Matters (QM). QM is nationally normed and adopted by other institutions. QM rubric would apply to all courses that use EduCat. Training for faculty is available on how to apply the QM rubric. Tom Gillespie at his previous institution has taken the course. Judy will ask Tom for information. Will AISAC help convey that QM is what we need to do? Molly, Judy, and Kenny volunteered to take the QM training.
- VI. Good of the order
 - a. Nancy is on the AIS Dean search committee
- VII. Adjourn – 5:17pm