

<b>ACADEMIC AFFAIRS ADVISORY COUNCIL MINUTES</b>	<b>Friday, March 10, 2017 9:00 am –11:00 am BE 314</b>
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**Type of Meeting:** *Regular*  
**Note Taker:** *Sheryl Williams*

**Committee Members:**

Stacey Adams	Glenn Haller - <i>Absent</i>	Duane Rumsey - <i>Absent</i>
Peter Chege - <i>Absent</i>	Mark Hoffer	Ande Sanders
Maria Clinton - <i>Absent</i>	Lisa Karlstein	Ken Shafer
Riley Dwyer	Susan Lowry	Jeff Stephens - <i>Absent</i>
Luis Echeverria	Cole McCandless - <i>Absent</i>	Elizabeth Sundberg
Laureano Flores - <i>Absent</i>	Rick Motawakel	Les Uhazy
Irit Gat	Zia Nisani	Christos Valiotis - <i>Absent</i>
Tooraj Gordi	Tom O'Neil	Heidi Williams
Tom Graves	Van Rider - <i>Absent</i>	

Discussion Items	Person	Action
1. BrainTrust Remote Demonstration	<i>Steve Hammersly (20-30 minutes)</i>	<p><b><u>Issues Discussed:</u></b> Demonstration</p> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>• Academic Affairs will provide access information to the demo.</li> <li>• Chairs will share with their faculty.</li> <li>• Try BrainTrust in the fall.</li> </ul>
2. Bookstore Requisition Process	<i>Dawn McIntosh</i>	<p><b><u>Issues Discussed:</u></b> Verba demonstration for bookstore requisition process.</p> <p><b><u>Action Taken:</u></b> The Math, Science &amp; Engineering division will participate in the pilot.</p>
3. Announcements: <ul style="list-style-type: none"> <li>• Palmdale Marketing Campaign</li> <li>• Book Discussion: <i>Redesigning America's Community Colleges</i></li> <li>• Program Approval Form</li> </ul>	<i>Dr. Suderman</i>	<p><b><u>Palmdale Marketing Campaign</u></b> Discussions are ongoing with Liz Diachun regarding an Open House. We may not see their efforts because she is marketing outside of college age groups as well. Chairpersons and deans will be asked to solicit faculty volunteers to host guests as they walk through.</p>

4. Tableau Training	<i>Carol Eastin &amp; Svetlana Deplazes</i>	<b><u>Issues Discussed:</u></b> Tableau Training Workshop
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*Next Meeting: April 14, 2017*