

## **Academic Affairs (AA) Committee Meeting Minutes**

Date and Time of Meeting: Monday, August 12, 2024; 9 AM – 9:45 AM

Members Present: David Berggren, Anne Jacobs, Charles Wells, Susan Bragg, Debaleena Ghosh, Brian Smith, Kailash Ghimire, Karen Cook, Carol Bishop, Mark Grimes, Brandy Pfeiffer, Sandra Swords, ChuChu Wu, Allison Tarrer, and Bryan Davis

1. The meeting came to order at 9 AM with the welcome and introduction of 2024-25 AA members
2. Description of the AA chair and secretary roles by Dr. ChuChu Wu, outgoing AA chair
3. Nomination and appointment of 2024-25 AA chair; Dr. Brian Smith volunteered for the position
4. Nomination and appointment of 2024-25 AA secretary; Dr. Debaleena Ghosh volunteered for the position
5. The meeting was chaired by Dr. Brian Smith and Dr. Debaleena Ghosh was the secretary
6. The next AA meeting was decided to be held on Thursday, September 5 at 4 pm in the College of Business and Computing Conference Room
7. All proposals for the next meeting will be finalized and sent to Dr. Brian Smith before Wednesday, September 4
8. The meeting adjourned at 9:45 AM