



ACADEMIC PLANNING & SUPPORT MINUTES

OCTOBER 23, 2025

Thursday, 10 .am.

TEAMS

MEMBERS:

- ☒ **Sandra Bauman**, Dean/CEO (CHAIR)
- ☒ **Stephanie Hunthausen**, Exec. Dir. CTE & DE
- ☒ **Sevda Raghib**, Director of Nursing
- ☒ **Amy Kong**, Director of eLearning & Fac. Dev.

- ☒ **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- ☐ **Dawn Anderson**, Cosmetology Director
- ☒ **Michaela Parker**, Director of the OTA Program

Standing Agenda Items:

- Review minutes from last meeting (will post to the web next Monday)
- BC Update
- Assessment Committee Update
 - Amy reported – committee discussing ILOs; will form a workgroup to focus on development

Mastermind Discussion:

- Discuss course evaluation demos (all)
 - Amy's Evaluation:
 - Explorance seems to fit out needs the best; Watermark is not intuitive and most expensive. Anthology also would fit needs and GFC uses as well but customer service not as responsive and recording not working – a lot of red flags, most expensive implementation fee.
 - 8-week implementation at a minimum for all of the tools.
 - Notes:
 - Michaela also liked Explorance and thought Anthology was user friendly.
 - Robyn also favored Explorance because there are broader applications than just course evaluation.
 - Stephanie votes for Explorance.
 - We have initial quotes from the three vendors; Amy will reach back out for best offers.
 - We will have to come up with a plan for spring term; warn faculty they will need to come up with evaluations for spring term.
 - It was decided to use a Canvas survey for spring that Amy will create.
 - Sandy will communicate to the faculty once we have a finalized decision and plan.
 - This also gives us a good opportunity to review the questions we ask of students. This task will be part of the work of the faculty evaluation committee.
- Discussion of major changes in 2025-2027 CBA
 - Reviewed by section and compared to previous CBA
- Discuss faculty evaluation template changes to align with CBA (SH)
 - Move to next meeting for time.

Follow-ups:

1. Amy will reach out for quotes.
2. Amy will check on limitations of a Canvas survey for this application