



MEETING MINUTES

Work Group:	Academic Support Subcommittee
Meeting Date:	Thursday, October 23, 2025
Meeting Time:	3:30 p.m.
Attendees:	Michael Webber, Michael Krasulski, Megan Barbano-Maxwell, Brad Kovaleski, Nicole Duncan-Kinard, Sharon Kibler, Lisa sanders, Salena Ryland, Wendy Kohler, Kristen Miah, Daniel Emdin Kathryn Birster, Celin Jose
Facilitators:	Brad Kovaleski (Start), Elected Co-Chairs (End)
Guests:	N/A
Location:	Virtual – ZOOM
Topic:	The purpose of this meeting, in addition to conducting regular business, is to convene the committee for the 2025-2026 academic year and select 2 Co-Chairs and a Secretary.

Discussion Points

Call to order

Attendance

- Noted in the “Attendees” section above

Old Business

- N/A

New Business

- To convene the committee for the 2025-2026 academic year
- Co-Chairs Nominations & Elections
 - Nominations: Mike W nominated by mike K, D. Emdin nominated self for co-chair, Nicole D-K. nominated Mike W.
 - Election: Voting by rank poll in Zoom- Michael W, Michael K elected
- Secretary Nomination & Election
 - Nominations: Michael K. and Daneil E. nominated Megan Barbano-Maxwell
 - Election: Vote- by raise of hand. Megan B-M. elected
- Highlights from the 2024-2025 academic year
- Microsoft Teams expectations- Last week, Tava Odem sent an invite to everyone on the committee to join our shared folder. Everyone in the meeting was able to access the folder. All committee work, including archived work, is accessible in this folder.

- 2025-2026 goals- 3 policies for review this year- Memos 10, 12 and 17. Academic and Time Amnesty, Policy on Transfer Credit and Discontinuation of Degree and Academic Certificate Programs.
- Homework before the next meeting- review each memo prior to our November 2025 meeting and come prepared with thoughts on any policy issues, what is working well, additions, questions and any other thoughts. Optional homework= review archived folder which contains 14 years of policy.

Motion to End: Nicole DK

Motion seconded: Katheryn Birster

All in favor

Adjourned: 3:58

2025-2026 Delegates					
Appointees	Alternates	Delegates	Alternates	Delegates	Alternatives
Megan Barbano-Maxwell	Wendy Kohler	Kathryn Birster	Jean Byrd	Danny Emdin	Selena Ryland
Antonio Cobas	Brad Kovalski	Tara Bruno	Kristen Miah	Zahraa Al Azzawi	Lila E. Thompson
Darren Lipscomb	Nicole Rayfield	Nicole A. Duncan-Kinard	Edward Parker	Celin Jose	Sharon Kibler
Michael Webber	Lisa Sanders	Michael Krasulski	Edward Poznek	Richard Bierman	Christina gheorghiu