

Academics Leadership Team Meeting Minutes

Date: March 1, 2011		Facilitator: Rebecca Simms
Time: 2:06 – 4:10 p.m. Location: Cooper Campus		Recorder: Diana Martin
Present: Marty Baxter, Sandy Carey, Greg Feeney, Dave Hellmich, Debbie Holt, Charles James, Jenny Jones, Tammy Liles, Diana Martin, Karen Mayo, Mike McMillen, Bonnie Nicholson, Vicki Partin, Rebecca Simms, Paul Turner, Vicki Wilson, Ben Worth.		
Agenda/Issue	Discussion	Action
ALT Minutes	Approved February 22, 2011 minutes.	Approved as distributed
Essential Agenda Additions	Leestown Hours - Charles PowerPoint/Merit Bonus – Karen Developmental Area issues- Diana	
Discussion with President Julian and Lisa Bell	Dr. Julian and Lisa explained the necessity of the early drop dates. KCTCS has asked that one drop occur prior to classes beginning. However, due to errors and confusion about the early drop dates, a cancellation committee is reviewing the current process. The goals are to maximize collections in a timely manner, to open seats for students who register later, and to avoid penalizing early registrants. The college is looking at ways to better inform the students of tuition due dates. Being considered are: providing advisors with pamphlets or flyers with payment due dates, crawls across the website with tuition due dates, as well as direct calls to students. Dr. Julian reports that the college is reviewing the possibility of faculty raises for the coming year.	
Perkins Prioritization	Perkins requests are due. We will prioritize the requests next week. Send requests in \$20,000 increments to Mike by Friday March 4 th . He will need a list of requested equipment, the cost, and the justification. We were reminded to consider that Perkins resources may be available for tutoring/counseling. Mike will take current computer request to Ren Bates. Dave will inform IT of computer needs for new hires.	Send requests to Mike by Friday March 4.
Financial Aid	Vicki reported that faculty returning from NADE conference report possible changes in financial aid to students.	Vicki will inform Runan and Dave of details.

Weekend College	Diana asked for information concerning the “health” of the weekend college. Dave reports that weekend college is not just one thing. We have a fast track for college ready adults. This program has grown by 150%. We also have Saturday classes like we always have had. Deciding on appropriate courses for Saturday classes will be the call of the coordinator and AD from each discipline.	
Workgroup updates	Greg reported on a new initiative (Supported Higher Education Process) that was brought to the ALT -SDEM workgroup. Due to a change in Federal ADA, students with who might not meet admissions standards previously, may now have a right to a college education/experience. Admission rules may be different for these students. Students may have objectives tailored to their learning challenges. BCTC is in the process of applying for a grant in collaboration with UK, ECU, and NKU.	
Announcement	Sandy announced she has four applications for the new Teaching Excellence Coordinator Position.	
Calendar	<p>Dave praised the successful Changing Classroom Cultures Conference that was held on Feb 26th and announced that the planning committee would review the conference this afternoon.</p> <p>Dave will send out due dates for meritorious applications.</p> <p>Dave will forward responses to promotion change suggestions to Academic Council.</p> <p>March 10th meeting will be held at Elkhorn Crossing High School.</p> <p>Dave noted that the APT meeting on Thursday March 3 will address changes in overtime for non exempt folks.</p>	

Essential Agenda Items	<p>Charles announced that Spring break hours of LRC will be the same as last year, with the exception of closing for a brief period during construction on Monday of spring break. Those hours are 8-4:30. Leestown has requested the following hours: 8-3 TWR. Signs will be posted informing students of these hours and directing students to the LRC on Cooper.</p> <p>Sandy reminded us that Linda Faul has asked that coordinators send forward names of students for Who's Who honors.</p> <p>Karen requested a possible in- service opportunity for training faculty on how to create effective PowerPoint presentations. This will be considered as possible in-service for fall.</p> <p>Diana noted that with earlier advising it is difficult for developmental faculty to make valid recommendations concerning the level of course a student should take in the fall.</p> <p>Vicki (who did not ask to add an essential agenda item) volunteered to make escrowed classes invisible [sic] to help avoid confusion. If ADs want escrowed courses made invisible [sic] send Vicki a list.</p>	
Adjournment	Meeting Adjourned at 4:10 p.m.	
Next Regular Meeting	Tuesday March 8 Leestown Campus Boardroom Facilitator Mike McMillen and Recorder Paul Turner	