

ACADEMICS LEADERSHIP TEAM

Date: 10/26/2010 **Time:** 2:05 p.m. – 3:40 p.m.
Location: Cooper Campus

Facilitator: Mike McMillen **Recorder:** Jenny Jones
Guests: Ray Forsythe, Chad Hayes

Present: Marty Baxter, Sandy Carey, Greg Feeney, Dave Hellmich, Debbie Holt, Jenny Jones, Charles James, Diana Martin, Mike McMillen, Karen Mayo, Bonnie Nicholson; Vicki Partin, Rebecca Simms, Paul Turner, Vicki Wilson, Ben Worth

Agenda Item	Discussion	Action
Approve Minutes	The minutes of the October 19, 2010 ALT meeting were approved.	
Essential Agenda Additions	Vicki Partin – Course prefix changes	
Guests: Ray Forsythe and Chad Hayes	Chad and Ray were invited to answer questions regarding the IT Use Test and Unified Messaging. After a few general questions were answered, concern was expressed by ALT regarding the names of adjuncts who are not teaching this semester but are on the KCTCS list of those who have not yet taken the test. Chad reiterated that our IT does not have any control over the list and redirected to Dave. Ray asked that as we receive an email regarding a the move to a new fileserver, we go ahead and schedule a time with IT for the move.	Dave will ask HR if the adjunct faculty who are not teaching this semester can be taken off of the list.
College Leadership Opportunities	Concern was expressed that new leadership opportunities within the college are not being filled as they become available. The conversation began with a discussion of ways to encourage faculty when they are not vying for leadership opportunities. Initial contributing factors were given: increased workload on staff, faculty, and adjunct faculty; increase in the number of adjunct faculty; coordinators staffing adjunct faculty on multiple campuses, increase in student complaints; stress within the college as a whole. We discussed assessing the role of coordinator, determining what the role should be, looking at models of similar colleges, and developing support for coordinators. Jenny stated that not hiring faculty for the past several years has not had a positive outcome on faculty and has not saved the college as much money as the budget reflects when we consider opportunity cost. By not hiring new faculty (who enter the college with eagerness, fresh ideas, and zeal) seasoned faculty are missing the opportunity for a renewed sense of enthusiasm, allegiance, and passion that comes with mentoring new faculty.	ALT will meet in a special session to discuss the role of the coordinator. Dave will schedule a Thursday meeting date. ALT will explore before the meeting: current role, suggestions, models of similar colleges and other relevant topics.
Facility Conditions	Several items were identified as continually lacking cleanliness: restrooms, floors, and classroom trashcans. Identified campuses were Cooper and Regency. The lack of M&O staff and difficulty finding a time to get into a classroom were identified as being significant factors. Charles James reported that there has recently been much improvement in the cleanliness of the Cooper library.	
ALT Initiatives: <i>Implement Honor Program</i>	Honors Workgroup: Diana Martin and Vicki Wilson distributed a draft of the program. After a few minor changes, ALT accepted and approved the honors program by a unanimous vote. Vicki or Diana will present the program to Faculty Council on November 5 as a point of information. ALT needs to determine release time for the position; the coordinator will provide program updates to ALT for the next 3 semesters. ALT approved by acclamation to offer the coordinator position to Dan Schumann for Spring 2011 – Spring 2012.	Vicki W. or Diana will introduce the Honors Program at FC on Nov. 5

<i>Improve online course quality</i>	Course Builder Program: Ben will be meeting with the coordinators to review courses being offered and anticipate future course shell needs. Read the email from Ben, <i>Course Builder Program</i> , and advise Ben of changes.	
<i>Identify new programs</i>	Program Assessment Workgroup: Bonnie reported that the final report will be ready next week.	
Calendar	Search Committee: Search committees will be named on November 2 for the Math and the T&T divisions; both AD's are in the final year of their term.	
	Dave proposed an agenda item for next week: Course Schedule Priorities for Fall 2011. He asked that we reflect on whether or not we should have bi-terms, have bi-terms for only certain courses, look at data, success rates for developmental courses, new freshman, etc., to prepare for the discussion. He asked that the ALT SDEM Workgroup discuss the same during their next meeting.	
LET Update	<p>Dave reported that discussions are taking place concerning a new partnership with Scott County schools.</p> <p>Charlene Walker is working on a diversity plan; Dave will email questions for us to respond to regarding diversity in the college.</p> <p>The smart board in the Cooper conference room was offered on a first-come-first-served basis; Mike will get the smartboard and Vicki P. will get the portable smartboard from Leestown M building.</p> <p>Dave is working with Lisa Bell to obtain budget chart strings for equipment purchases. Kim will email information to each division when it becomes available.</p> <p>LET has not ranked ALT's supplemental budget requests.</p> <p>LET approved hiring 3 new faculty positions: Physics Instructor, MIT/Medical Records Instructor, and ADN (nursing) Instructor.</p> <p>LET may approve hiring, for Fall 2011 if enrollments remain strong, 3 additional faculty positions: Dev. English/Reading Instructor Danville-Lawrenceburg, Math Instructor Danville or Lawrenceburg, and CIT Instructor-Cooper.</p> <p>Dave reports that we may know Dr. Julian's decision on tenure by next week after she meets with Faculty Council.</p> <p>The New Horizons Award deadline is nearing, please nominate or encourage nominations.</p>	<p>Dave will forward the email from Charlene Walker.</p> <p>Kim will send chart strings for equipment purchases.</p>
Essential Agenda Item	Vicki distributed a prefix change list that she has compiled for advising. She asked for additions or corrections. Dave will contact Mary Kleber for a master list of changes to identify any additional changes.	
Next ALT Meeting	November 2 nd at the Regency Campus.	