

**ACADEMICS LEADERSHIP TEAM**

**Date:** 11/23/10    **Time:** 2:02 p.m. – 4:00 p.m.

**Facilitator:** Tammy Liles    **Recorder:** Paul Turner  
**Location:** Regency Campus

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

Agenda Item	Discussion	Action
Minutes		The minutes were approved with the addition of Marty Baxter to the list of those present.
Essential Agenda Additions	<ul style="list-style-type: none"> <li>• Jenny Jones announced that Lisa Bell will be attending the November 30 meeting.</li> <li>• Rebecca Simms-Transitional Education</li> <li>• Greg Feeney-Library Hours</li> <li>• Diana Martin-Extended Advising Days</li> </ul>	
Database for Late Registration	Greg reminded everyone that on the 16 <sup>th</sup> we were copied about being added to the database for late registration. It was hoped that this would save time for the office managers.	Greg will arrange for training and/or instruction as deemed appropriate.
Offering Online Continuing Education	Greg had a conversation with CCD concerning the need for on-line development of continuing education and professional upgrades. It was felt that this would be something that nurses, electricians, HVAC technicians, and personnel from a number of other technical trades might be interested in.	There is the potential that Ben and Sarajane might be able to apply for grants to develop courseware. They will explore various ways to pay for future development of various types of courses. If anyone in your respective areas is interested please direct them to Ben.
Weather Policy	The faculty in one of the divisions asked the ALT to find new more descriptive language that could be distilled to one concise statement to be cut and pasted into all syllabi.	Dave will email a draft statement.
Location of the 5 <sup>th</sup> Friday Event on April 29 <sup>th</sup>	Discussion ensued as to whether to hold the 5 <sup>th</sup> Friday Event at Cooper or Leestown. The parking issue will be a major factor in the decision. The attendance issue of the first 5 <sup>th</sup> Friday meeting was brought up. Since the first 5 <sup>th</sup> Friday was poorly attended, the question was voiced as to whether changing the location to Cooper Campus or off campus completely would encourage the faculty of all campuses to attend. It was pointed out that since this was scheduled for the week before spring finals full attendance will be a problem. However, it was pointed out that the 5 <sup>th</sup> Friday is when it is and cannot be rescheduled to a "better time" for faculty.	More to come.

Adjunct Survey Update	Dave has sent out an email with the link where the survey would reside and how to follow the unfolding “results” as the survey was completed by more and more of the adjunct faculty. It is hoped that we can manipulate the data in ways to get a really good analysis of needs and ways to improve.	
Adjunct Conference Update	It is hoped that this year we can have an innovations award that can be given to an adjunct. We also hope to develop one or more tracks, perhaps professional, technology, and even personal track.	Please let Dave, Diana, or Jenny know if you have other ideas of things to include.
ALT Workgroups	Distance Learning: Ben has sent an email concerning an initiative that would help people be more proficient at Blackboard. Course Shells might come with some content already built into them so that students who are taking several on-line courses from multiple colleges might find more uniformity between the various institutions. It is to be hoped that this effort might build to the point where some common problems might be eliminated.	
	ITS: Greg pointed out that the deadlines for getting computers rotated in and out of labs and software loaded for the upcoming semester was fast approaching.	
Academics Leadership Team Calendar	<ul style="list-style-type: none"> <li>• Dave pointed out that the time for Return to Title Four was fast approaching and he would get some language out to everyone early next week to remind everyone of the date.</li> <li>• The last day of class is fast approaching. Students need to be made aware of the last day to withdraw from a class prior to the end of the semester.</li> <li>• Becky Harp has a sent out the process to record the last date of attendance in PeopleSoft.</li> </ul>	
Academic Council	<ul style="list-style-type: none"> <li>• The Council is considering criteria for promotion and how larger schools often have more limited opportunity for leadership on committees than smaller schools and how that might be addressed.</li> <li>• In an effort to assist students to transfer within KCTCS institutions a draft procedure/policy has been crafted that would “allow each college to maintain its accredited and independent academic integrity and allow students to seamlessly transfer course work between KCTCS Colleges and other Institutions.”</li> </ul>	
LET	<ul style="list-style-type: none"> <li>• Tri Roberts is still hearing from the regional directors that additional advising assistance is needed at the regional campuses. He is hopeful that we at the Lexington campuses will continue to keep the regional campuses in mind when priority registration occurs.</li> <li>• President Julian recently learned at the Presidents Leadership Team meeting that current students who return next year will have their tuition frozen. This helps the student but does not really impact the college since when we receive additional money from tuition we also receive less funding from the state so the overall negative impact is nullified. Issues such as dual credit can be quite complicated. The system will be working on methods by which the confusion is limited.</li> </ul>	<p>Greg will follow up with Tri.</p> <p>Dave will follow up with LET regarding impact on dual-credit tuition.</p>

	<ul style="list-style-type: none"> <li>• Bluegrass led all colleges as far as % of returned unspent Perkins funds (\$8,000.00 last year); big-time kudos to Mike and Mary!</li> <li>• Due to extraordinary recent developments, we will be seeking to bring on board another RN faculty member. We will attempt to hire for the Spring 2011 semester. The new faculty position will be at the Cooper Campus.</li> <li>• Our non-recurring requests to LET were granted in full. However, some recent repairs and emergency spending will have to be subtracted from the total available to the divisions. On Tuesday, Dave will bring a proposed allocation of funding to the ALT with these realities taken into account.</li> </ul>	
Additional Agenda Items	<ul style="list-style-type: none"> <li>• One AD discussed her concern regarding issues relating to the extended advising calendar; fears of widespread faculty dissatisfaction did not materialize at the division meeting on the 19th. Only one division's faculty members exhibited any general dissatisfaction with the decision. At the other meetings, only sporadic instances of frustration were reported.</li> <li>• The LRC has had several positions open for the last several years, resulting in a very limited presence on several of the regional campuses. The continued shortage has caused personnel to become strung out and moral is being affected. A staff meeting was held and a very short-term solution was arrived at that will have to be revisited in the near future. A decision was made to shorten the hours at the Cooper Campus in order to give at least minimal service to the regional campuses; the Cooper Campus LRC will begin closing at 5:00 p.m. beginning in January. So much has been done with so little for so long that the library staff members have reached their limit of spreading themselves thinner and thinner.</li> <li>• Rebecca recently went to a meeting with other KCTCS institutions regarding how math, reading, and writing transitional courses were taught.</li> </ul>	
Next ALT Meeting	<p>Greg is in charge of the potluck. It will be held at Cooper on Tues. Nov. 30 beginning at 1:30 pm and ending promptly at 4:00 pm since the room is already assigned to another meeting starting at 4:00 pm sharp.</p> <p>Facilitator: Ben Worth</p>	Bring food.