

Academics Leadership Team Meeting Minutes

Date: February 28, 2012
Time: 2:00 – 4:10 p.m.

Facilitator: Karen Mayo
Recorder: Bonnie Nicholson

Present: Marty Baxter, Sandy Carey, Greg Feeney, Debbie Holt , Charles James , Tammy Liles , Diana Martin , Karen Mayo, Mike Franklin , Vicki Wilson, Dave Hellmich, Rebecca Simms, Bonnie Nicholson, Debbie Holt, Ruth Simms, Paul Turner

Agenda/Issue	Discussion	Action
ALT Minutes 2/28/2012		Approved as distributed
Essential Agenda Additions	Sandy Carey – announcement; Bonnie Nicholson –announcement	
Advising-related Topics - Ben Worth, Greg Feeney	Ben announced that evaluation of advising will be up by next week. The process will continue to be tweaked. The ALT group led by Dave had a long discussion related to advising assignments and responsibilities and the faculty emails that were recently generated. Academic responsibilities were emphasized and that some faculty needed discussion with their AD's due to the negative tone of some emails.	
UP Date on SAP Debbie Holt	<p>Debbie reported that she had attended the Enrollment Management Committee Meeting last Friday. A Data Analysis handout was given to the ALT members that was distributed at Friday's meeting which summarized students who were enrolled in Fall 2011 but did not return for the Spring 2012 semester. This handout is also in Drop Box. To help determine the reason why students did not return this spring, the EM committee members each phoned several students and reported the results at last Friday's meeting. Much discussion related to SAP and the student impact. It was questioned whether KCTCS and/or BCTC may be more inflexible than other colleges. No clear conclusion. Diana will send a link to current federal Financial Aid guidelines and criteria to ALT members.</p> <p>Palisa Williams Rushin and Runan Pendergrast have been invited to attend the next ALT meeting on March 6, and questions from ALT members should be submitted to Bonnie Nicholson by noon, Wednesday,</p>	<p>Palisa Williams Rushin and Runan Pendergrast have been invited to attend the March 6 ALT meeting for clarification.</p> <p>Send questions for Palisa and Runan to Bonnie by noon, Wednesday, Feb. 29.</p>

	<p>Feb. 29, and they will be forwarded to Runan. Here are questions that were received by the deadline:</p> <ol style="list-style-type: none"> 1. What plans do we have to be more pro-active for the students? 2. Do we plan a “SAP” hotline to deal with student questions who are newly asked to appeal? 3. What are the plans for training students to prepare strong appeal packets and/or explain SAP rules? 4. If a three-year program plan is approved for a student who undergoes a SAP appeal (let’s say it is for MTF) is that “good” for three years or do they have to do a SAP appeal every semester because they are over 90 hours? 5. If students on FA completes an AAS degree and want to also complete an AA or AS degree so they can transfer and complete a bachelor’s degree, how likely are they to have a SAP appeal approved in order to complete another associate degree? Should they delay applying for the first AAS degree until they have completed the additional Gen Ed courses and apply for both degrees at the same time? 6. What advice should faculty and advisors give to students who are in danger of failing a course? Most of us have traditionally advised students to withdraw so their GPA isn’t damaged; is that still good advice. <p>Dave stated that the college needs to do a better job educating students on the SAP process and improve communication. Comments were made that the college’s approach appears unfriendly to students.</p>	
<p>DROP BY GET STARTED Ben Worth</p>	<p>At least 20 more advisors are needed for Drop By Get Started that will be at Cooper Campus on 4/20. Ben made the request to please think about ways to interest faculty. Dave commented that the Coordinator Orientation is the same day and some of them could possibly stay and help out.</p>	
<p>Academic Workgroup Dave Hellmich</p>	<p>Focus is on Math, Reading and English. An Academic Workgroup will be formed with Ruth and Greg leading it.</p>	

Retiring Faculty Dave Hellmich	Please inform Dave of any upcoming faculty retirements. Retirement festivities will be held in May after graduation.	
Non-recurring Budget Requests 2012-2013 Dave Hellmich	Dave provided HO and reviewed with the group. \$602,000 will be requested. There were additions to the list and the group was asked to prioritize # 3 - # 16 and turn in to Dave at the end of the meeting.	
Academic Calendar Dave Hellmich	Encouraged the group to discuss faculty attendance at FC on Friday. Dr. Jay Box will be in attendance. Be certain your division is represented.	
Ongoing Items- work groups and initiatives	No updates	
Added Agenda Items	Sandy informed group that it is near time for 2-yr and 4-yr reviews. She is putting together the list. Those hired in 2008 – for 2-yr review; 2010 for 4-yr review. Bonnie informed the ALT members that Mike Franklin has been approved for AD for T & T. He will serve out the remainder of this year, the 2012-2013 and 2013-2014.	
Adjournment	Meeting was adjourned at 4:10 p.m.	
Next meeting	Tuesday, March 6, 2:00-4:00 Cooper, Oswald 210 Facilitator, Tammy Liles & Recorder, Martin Baxter	