

Academics Leadership Team Meeting Minutes

Date: August 14, 2013 Time: 8:41 – 3:00 p.m.	Facilitator: Dave Hellmich Recorder: Dave Hellmich
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Present: Marty Baxter, Greg Feeney, Mike Franklin, Susan Hayes, Dave Hellmich, Debbie Holt, Jenny Jones, Angie King, Tammy Liles, Bonnie Nicholson, Rebecca Simms, Ruth Simms, Paul Turner, Vicki Wilson, Ben Worth
Guest: Augusta Julian, Val Zeps

Agenda/Issue	Discussion	Action
Leading: The future of the Academy	<p>Dave opened the meeting by noting that the Academy most of us knew and loved early in our careers has irrevocably changed and the erosion of state support is a primary cause of ongoing changes that are impacting this Academy. As much as we mourn these changes, we have a responsibility to current and future faculty, staff, and students to lead where we can.</p> <p>Examples from pit advising were given that illustrate the college needs to do a better job of valuing students. Such examples were discussed with President Julian.</p>	ALT will form an ad hoc workgroup to look specifically at beginning-of-term issues and will ask for SDEM and Business membership.
ALT Reading Discussions	Dave reported that ALT will continue with its reading discussions at Joseph-Beth on the following dates: 9/12, 11/21, 3/13, 4/24.	
Action-Oriented Group Discussion	Dave recommended that ALT adopts a paradigm for discussions that can move us toward making decisions as opposed to getting mired in a swamp of hopelessness.	
Quality of Instruction	<p>Dave said that ALT will continue the following:</p> <ul style="list-style-type: none"> • Coordinator assistance with the hiring of adjuncts, • Coordinator training on 9/6, 11/1, 2/7, and 4/4 (Ruth will email ALT.) • Student evaluation of instruction (Ben gave an update on the Bb Enterprise pilot with its many problems and possible solutions to these problems.) • Faculty PPE Range Finding on 9/26 (Debbie will email the 13-14 faculty PPE form. All faculty are to have two QEP and two advising professional development activities; ALT discussed requiring tech/classroom instruction training next year.) 	
Student Learning	<p>Dave emphasized that ALT will continue to explore transitional courses and best practices from the Accelerating Opportunities grant. Ruth noted the math summer pilot concept; reading and English may piggyback on this concept.</p> <p>ALT congratulated Kathi Crowe for her successful leadership with FYE 105.</p>	
Assessment	Dave noted that ALT will continue to look at Program Review data, including the full-time student equivalency/full-time faculty equivalency ratio. He reminded ALT that the SACS 5th Year Report will be due in 2014, that technical program student learning outcomes continue to go well under	

	Karman's tutelage, and that general education assessment needs to pick up quickly under Sandy's leadership.	
Strategic Plan Annual Priorities	<p>Dave reported that the following are 13-14 priorities for Academics:</p> <ol style="list-style-type: none"> 1. Continue the "BCTC first" course registration campaign for online sections. 2. Develop and annually update a five-year plan for program additions, expansions, and reductions with focus on high-wage, high-demand careers. 3. Implement promising practices for accelerated and integrated pedagogies in English, math, and reading developmental courses. 4. Improve opportunities for adjunct faculty to engage in professional development and division activities and to develop student connections with resources such as technology, facilities, and activities. 5. Implement and evaluate first-year experience (FYE) courses for identified students. 6. Continue efforts to increase the number of full-time and diverse faculty. 	
FY 14 Budgets	<p>Dave recapped that this year's budget is woeful and gave details about the operating budgets. Assistant Deans will work with their Deans to determine the adequacy of the current allocations. Once we learn if any non-recurring funding is coming to Academics, operating budgets will be finalized.</p> <p>ALT decided that all faculty actively in the promotion cycle will have \$300 for professional development allocated from division funds.</p>	
Course Schedules	<p>Dave asked ALT to see the Academics Calendar for the course schedule deadlines and reminded everyone that Fall 13 class cancelations will be held tomorrow.</p> <p>ALT reviewed the adjunct workload policy. Dave emphasized it is incumbent upon divisions to expand their pools of good adjuncts and "We will staff all healthy sections" (even if so doing puts an adjunct on the path to working beyond 70% of a full load).</p>	
President Julian	<p>President Julian discussed the following with ALT:</p> <ul style="list-style-type: none"> • teams and committees generally and her vision of the SPARCs specifically • Faculty Council's role and faculty governance • Strategic Planning Action Steps • the tobacco-free college • the need for a comprehensive PD plan • APT and the new supervisory management program • Advising/R2T4 (ALT noted late registration hurdles: 13 of 15 students sent away because transcripts not in PS . . . lost transcripts . . . a student saying, "I've had it; I'm not going here, 	

	<p>I'm going to UK." President Julian was very concerned with what she heard and said that unless we are willing to name the problem we can't fix it.)</p> <ul style="list-style-type: none"> • marketing changes. <p>ALT reiterated its support of the college hiring a grant writer, and a water debacle in AT was reported.</p> <p>ALT also noted that the published calendar is confusing regarding drop/add and the beginning of classes. The ALT/SDEM workgroup will discuss.</p>	
Val Zeps, Faculty Council Chair	<p>Val Zeps will visit with ALT before each Faculty Council meeting. He wants to find ways for faculty to be marketers and be more active in their communities. He encouraged faculty to have a voice in the college.</p> <p>ALT advocated for regular full faculty meetings.</p>	
Managing . . . Nuts and Bolts	<ul style="list-style-type: none"> • Dave reiterated the annual goal of addressing 95% of all issues promptly. • He reminded ALT about the importance of the Academics Policies and Procedures. • He asked folks to consider membership for ALT workgroups and noted that Greg will be the chair of the SDEM workgroup while Bonnie will be the chair of the Business workgroup. • Ben gave a distance learning update, which included discussing the online support group and the need to do more with master course shells. • Bonnie noted that Yasemin Congleton will be at future meetings to discuss advising. • The need for more IT at Danville and Lawrenceburg was noted. • Dave impressed upon ALT the importance of Academics' web content being current. He will email the list of web managers and content managers and ALT will periodically audit our pages. • The new PPE forms for staff were noted. • ALT congratulated Bob Biega for volunteering to co-chair the Graduation Committee and asked ALT who would be a good co-chair elect. • ID Access Badges and associated practice were discussed. 	Dave will email the list of web managers and content managers.
Next meeting	<p>ALT—August 27, 2:00-4:00, Newtown Campus Facilitator (Mike Franklin) & Recorder (Bonnie Nicholson)</p>	