

**Academics Leadership Team Meeting Minutes**

Date: December 10, 2013 Time: 2:00 – 4:00 p.m.	Facilitator: Mike Franklin 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, Rebecca Simms, Ruth Simms, Paul Turner, Vicki Wilson, Ben Worth  
Guest: Augusta Julian

Agenda/Issue	Discussion	Action
ALT Minutes from 12/3/13		Approved
Follow Up from ALT Minutes	<p>Ongoing</p> <ul style="list-style-type: none"> <li>• Elevated Advisor Status (Yasemin): No update</li> <li>• SAP Appeals/Financial Aid/Dropped Students (Dave) Dave and Greg reported that LET had additional discussion this morning and has decided not to drop students for nonpayment prior to the first of two mandated drops, the first being the day before the start of the semester. Mike and Tammy shared examples of students affected by the drop; Ben added advising implications of delayed registrations, which Debbie added, are counter to the developmental advising model. We need to make the case that students are deterred from registering due to optional drop. SAP appeal volunteers. Ben taking leadership getting SAP appeal volunteers.</li> <li>• Summer Scheduling and Advising (Bonnie, Dave, Greg): No update</li> </ul> <p>Immediate</p> <ul style="list-style-type: none"> <li>• Peer Observation Proposal: (Ben, Angie, Tammy, Susan, and Rebecca): No update</li> <li>• “Disability Support Services – In Their Shoes”(Ben): No update</li> <li>• Focus Areas (Dave) Dave reported that Melanie Williamson will be taking leadership with regard to recommending how the college best promotes discipline-specific transfer.</li> <li>• Promoting Open-Access Textbooks (Dave) Ben talked with Steve Stone; they are looking for volunteers of faculty teaching large-enrollment classes.</li> <li>• Promoting BCTC’s Culture (Dave) No update</li> </ul>	
White Elephant Rescheduled	The annual gathering has been rescheduled for January 10.	
Master Teacher Seminar	Dave will share information as he gets it from KCTCS.	

Level I Program Health Reviews	Dave reminded folks to be competing their requisite parts within AIM and showed how easy it is to navigate within AIM.	
Perkins	12/15 deadline for equipment; Mike will send list to ALT members who will follow up with coordinators. FY 15 will be funded under the current formula with hopes we will have a similar budget. The plan is for future funding to be tied to secondary, postsecondary, and industry consortia.	
PRN Fall Evaluations	Ben reported that all fall evaluations will be available Monday afternoon.	
President Julian	<p>President Julian visited with ALT. Comments made include the following:</p> <ul style="list-style-type: none"> <li>• Ennouncements are not effective, information not getting out, having to log into ITES is problematic; recommended to have on a public site.</li> <li>• Marketing Campaign: may not be able to do what we desire—create an exciting and vibrant media campaign. Focus will be on Lexington locations and social media</li> <li>• Tammy O’Neal, the new “Sylvia,” will start in January</li> <li>• The Associate VP Institutional Advancement (marketing and fundraising) will start in January</li> <li>• A Faculty/Staff Meeting will be held in February to discuss marketing audiences and messages</li> <li>• 75<sup>th</sup> Anniversary: identify alumni to get them reconnected with us; will want coordinators to assist in identifying graduates; program spotlights; a 20<sup>th</sup> century concern is to beware “Unbridled Communication”</li> <li>• Consider faculty and staff being more prominent in the public, e.g., being visible at high school parent nights; needs to be coordinated; need materials</li> <li>• Need students on marketing brainstorming; student focus groups planned</li> <li>• Resource Development: update; identifying top potential donors; “House Parties” is a strategy, can be done in program areas</li> <li>• Budget update: woeful</li> </ul>	
Essential Agenda Addition	<ul style="list-style-type: none"> <li>• Susan noted that the Nursing Division is not comfortable with Justin’s email asking coordinators to contact students who have not paid. Discussion ensued: some agree with Susan while others are more comfortable with a generic communication that students “run the risk of being dropped from your class”</li> <li>• Ruth: cannot lead the 2/7 Coordinator Meeting and needs assistance</li> <li>• Dave announced Operation Preparation 3/10-3/14 at LMS; he will be looking for volunteers</li> <li>• Greg announced that Steve Stone will be the new Library Director, effective July 1</li> </ul>	
Next meeting	ALT—Tuesday, January 14, 2:00-4:00, Newtown Campus Facilitator (Vicki) & Recorder (Paul)	