Academics Leadership Team Meeting Minutes

Date:January 24, 2012Facilitator:Bonnie NicholsonTime:2:00 – 4:00 p.m.Recorder:Karen Mayo

Present: Marty Baxter, Sandy Carey, Greg Feeney, Debbie Holt, Charles James, Tammy Liles, Diana Martin, Karen Mayo, Mike Franklin,

Vicki Wilson, Ben Worth, Dave Hellmich, Bonnie Nicholson, Debbie Holt, Rebecca Simms, Ruth Simms

Agenda/Issue	Discussion	Action
ALT Minutes		Approved as distributed
1-17-12 & 1-19-12		
Essential Agenda	Classrooms – Ruth Simms	
Additions		
Advising/QEP/Teaching	The Distance Learning Workgroup recommended the following suggestions to	
Training: Greg Feeney	improve faculty training.	
	 Improve the timeliness of promotion and advertising. 	
	2. Continue to improve the quality of the content and presentation of the	
	trainings.	
	The AD's supported the proposal that faculty would be required to attend two QEP	
	trainings and negotiate two additional trainings in advising and/or teaching for the	
	2012-2013 academic year. In addition, faculty will be expected to continue to	
	participate in training to stay current in their discipline.	
Spring Evaluations of	Concerns were expressed in regard to the timing of evaluations. The current spring	The spring 2012 timeline
Instruction: Greg	2012 timeline does not allow for spring II instructors to be evaluated.	for completion of
Feeney and Ben Worth	Spring evaluations will be conducted on-line and paper format. On-line course	evaluations will be on the
	evaluations will continue to be handled through a URL address for all on-line	agenda for the next ALT.
	courses. Faculty who teach face to face may select to participate in the on-line	
	evaluations or paper format. For an additional cost, the company will provide a	
	onetime feedback midway through the evaluation time period on the completion	
	rate for each course that is evaluated on-line.	
Division Meeting	 Peggy Saunier provided a training session at several division meetings to 	-Karen will take the SAP
Feedback	explain the new AA/AS degree requirements. This training was well received	checklist suggestion to the
	by the divisions. AD's are encouraged to coordinate this training for the	Academics/SDEM
	faculty in your area.	Workgroup.
	There continue to be concerns about SAP appeals.	

ALT Workgroups	Karen reported that the Academics and SDEM Workgroup reviewed the bi-term	-Ruth and Diana will
	data, and the recommendation is to evaluate the bi-term schedule and develop a	consult with Vicki Partin on
Academics and SDEM: Karen Mayo	plan for more effective course scheduling. Special consideration should be given to the following: • developmental courses, • sequencing of courses (specifically developmental courses), • planning a deliberate bi-term schedule instead of adding last minute courses,	how to improve the biterm schedule as it relates to students needing entry level courses including developmental.
	 more effective collaboration between areas on courses and times offered, beginning freshman level courses, and offering a cross cultural course(s). 	
	According to Financial Aid, the first meeting date for the SAP appeals occurs as early as possible and cannot occur earlier. The maximum time frame calculation is decided by KCTCS, and has been set at 90 hours.	
Academic Council and	Dr. Capilouto, UK President, visited the campus today (1/24/12) to meet	Rebecca will provide an
LET: Dave Hellmich	with President Julian.	update at the next ALT on
	 Dr. Julian will be forming a QAC to recommend policies and procedures for faculty and staff interactions with minors. 	Opportunity College and Middle College initiatives.
	 Tom Shelton, Fayette County Superintendent, made a verbal commitment to BCTC with our Middle College initiatives. 	She will also review the responsibilities of the
	 President Julian will be sending out a college wide email to address the budget. BCTC could see significant cuts in the base budget for next budget 	coordinator in relationship to dual credit.
	 year (2012-2013). Briefly discussed was the effect of budget realities on new programs and the KCTCS transformation initiatives. The Development Office (Linda Epling) proposed that each program nominate a candidate for the "2012 Alumnus of the Year". The application is due to Linda Epling by February 24. 	AD's will work with the coordinator of each program to identify a candidate for "Alumnus of the Year".
Sabbatical Decisions	Ten applications were reviewed. All members of ALT will rank the ten applicants,	ALT will discuss criteria for
Justical Decisions	and submit to Dave prior to Thursday, January 26.	next year.
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Essential Agenda	
Additions	
Spring II Room Needs:	Contact the AD who is responsible for the room that you are interested in using for
Ruth Simms	Spring II. They will confirm if the room is available.
Chinese Students:	Vicki will talk to Dave Wachtel about the protocol for visitors entering a classroom.
Debbie Holt	
Advising: Ben Worth	The advising assignments for spring 2012 will be made first by primary area and
Advising. Ben worth	campus. This will address the issue of students being assigned an advisor on the
	campus the student attends. However, some faculty will be assigned students in
	their 2 nd and 3 rd area since campus will be the preference for assigning advisees.
Adjournment	Meeting was adjourned at 4:15 p.m.
Next meeting	Tuesday, January 31, 2:00-4:00, Cooper Campus OB 210
	Facilitator (Vicki Wilson) & Recorder (Paul Turner)