Academics Leadershi	p Team Meeting	Minutes
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Date: Nov. 29, 2011Facilitator: Tammy LilesTime: 2:00 - 3:50 p.m.Recorder: Marty Baxter

Present:

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

TOPIC	DISCUSSION	ACTION
ALT Minutes	There were no corrections noted.	Approved as distributed.
	Ruth Simms – guidelines for schedule; AA & AS	
Essential Agenda	Greg Feeney-Accelerating Opportunity Program	
Items	Vicki Wilson-question	
	Diana Martin-question	
	Tammy Liles- question	
	Ben Worth – faculty have responded and signed up for	Ben asked ADs to review the
Advising Related	coverage of late advising for pre-baccalaureate students	data he sent regarding listing
Topics	especially on Cooper in the "Pit". For faculty signing up late	faculty advising times.
	to advise, there may not be enough openings on Cooper so	
	faculty may need to serve Leestown Campus. Regional	Assigned Advisees: Faculty
	campuses may do the same type of "drop-in" advising.	are responsible for their
	Technical advisors are advising in their offices. Total number	assigned advisees either
	of new advisees has increased by approximately 5% for	during the next 2 weeks or
	Spring 2012. All faculty are expected to advise a total of	during late registration. Ben
	least 10 hours during late registration.	will also collect data from
		Karman to see where the

Advising Leadership-Dr. Feeney proposed for spring 2012 semester and then possibly the 2012-2013 school year that Ben provide the leadership for both Advising and Distance Learning. Ben can develop leadership and strengths in both areas. Concerns were discussed regarding the workload on Ben. Ben stated that roles in DL would be changing and that faculty and staff in that area could take on more active roles in advising. Diana reiterated the fact that the college needs to hire more faculty/staff due to growth of the college. After expression of the concerns for one person to take on this role for an extended amount of time, the position was fully supported by ALT.

Advising-Ruth- restated that faculty needs to be trained on the new AS & AA requirements.

needs will be the greatest for Spring Priority advising.

Dr. Hellmich asked Ben and Greg to email ALT their thoughts on the next tier of support for this role for Ben.

C	Bout all and Bold to trade to the control of the co	AD. Comments II to the second
Cross-Division Full-	Dr. Hellmich-Debbie Holt had a request for an adjunct that is	ADs from each division should
Time Temps	serving both Humanities and CSIS to be changed to FT-Temp	discuss first and then discuss
	status. After discussion, the request can be made by either	with the appropriate Dean(s)
	AD but both ADs should be in agreement.	to have the FT-Temp position
		approved.
Sabbatical	Dr. Hellmich announced that Dr. Julian has agreed to a	Dr. Hellmich will send an e-
Requests	select number of one semester full pay sabbaticals for next	mail saying that it is a
	year. A revised timeline is needed. Dr. Hellmich is proposing	possibility for this type of
	the request to the AD be made by 1/17/12, AD discuss with	sabbatical along with proper
	the Dean by 1/20/12 and discussed at ALT 1/24/12. After	form and timeline.
	discussion this timeline was accepted.	
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KCTCS	KCTCS Transformation Initiatives are in Dropbox. Dr.	ADs can and should share
Transformation	Hellmich asked that ALT review the form and give feedback.	with program coordinators
Initiatives	Dr. Feeney and Dr. Hellmich both encouraged all to be vocal,	and faculty. ADs are to collect
	honest and specific on feedback to the questions. Especially	feedback and forward the
	when addressing the budget impact on these initiatives.	entire spreadsheet to Dr.
	The state of the s	Hellmich.
ALT Workgroups	No Reports	
ALT Calendar	December 9 th - Fall 2012 schedules are due. ADs should	
	review the data and build the schedule based on both	
	student and faculty needs.	
	attached in a tacarry meeds.	
	SDEM will meet on Thursday to discuss FALL II and SPRING II	
	schedules.	
	Jone Gares.	

	December 12 th Level I Program Health Reviews are due. APT is scheduled for Thursday December 1 st .	
LET	Fall Kickoff was discussed and it was suggested that we hold	
	the Kickoff be held on Monday, a week before classes start.	
	Merit Bonus changes. The board has changed the merit	
	bonus policy. You can qualify for merit bonus with either an	
	EE or ME rating. It was suggested that the applications be	
	placed on "The Point" for review prior to meeting to reduce the time needed to meet and discuss.	
	the time needed to meet and discuss.	
Essential Agenda	Ruth-had a question from Vicki Partin asking if the	
Items	guidelines for scheduling were accepted? All of ALT agreed that is was accepted.	
	Greg - shared an article on the new education program "Accelerating Opportunity".	
	Vicki- Are the transformational Grants going to be available	
	this year? There may be grant money available next semester.	
	Diana-May we have organization chart to reflect the	
	changes that have been in effect since August?	

Dr. Hellmich announced upcoming ARTS events.

Tammy-asked about the depleted travel fund for extended campuses. Dr. Hellmich stated there will be an updated email to correct the total amount in the travel but also expressed that this fund is extremely underfunded and needs to be increased.

Meeting adjourned. The next meeting is scheduled 1/10/12 on Cooper Campus OB 210