

<b>Date: March 11, 2014</b>		<b>Facilitator: Angie Kings</b>
<b>Time: 2:00 – 4:00 p.m.</b>		<b>Recorder: Ruth Simms</b>
<b>Present:</b> Marty Baxter, Kevin Dunn, Susan Hayes, Dave Hellmich, Debbie Holt, Jenny Jones, Angie King, Tammy Liles, Bonnie Nicholson, Rebecca Simms, Ruth Simms, Vicki Wilson, Ben Worth, and Mike Franklin. Guest: Melanie Williamson		
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
Kudos/Good News	Ruth recognized the extra mile two of her faculty, Cindy Barber and Barbara Elzey, have gone to assist a student who lost both his legs and his eyesight to a roadside bomb in Iraq. He is excelling in his math courses thanks to the extra materials these dedicated faculty have created for his use.	
ALT Minutes from 2/11/14	Minutes from February 25 were approved.	
Focus Area Update - Melanie	Melanie shared the new format for focus areas – now known as pre-majors – and programs of study. Programs of study have now been divided into two groups, technical and transfer. This will make it easier for students to locate the program in which they are interested and see whether it is transferrable to a four-year degree. Links are provided which take the viewer directly to a UK or ECU website showing the pathway necessary. Although focus areas are no longer in the form they used to be, students will still receive recognition for completing the coursework on their transcripts. The new format appears to be a tremendous improvement.	
Summer advising – Dave, Greg and Bonnie	A MAJOR report will be provided at the March 25 <sup>th</sup> ALT outlining procedures for summer. It was requested that the following items be included in this report: potential DOM rotations to Newtown campus, proper procedures for coordinators to locate assistance, Summer AD locations, and assignments of advising duties that pop up in the summer.  It was announced that Luv Robertson will be re-locating to Newtown campus sometime this summer, hopefully early in the summer term.	

<p>Update—Academics Recurring Budget Reductions: Dave</p>	<p>Feedback was provided on discussions that occurred at Faculty Council regarding the budget and the report submitted by Academics. Members of ALT expressed faculty concerns that were unintentionally caused by the report and the list of programs within the report.</p> <p>The group discussed next steps and the upcoming LET meeting.</p>	
<p>2014-15 Reassignments - Dave</p>	<p>Divisions should continue or begin the process of identifying any new coordinators for the upcoming academic year. This is a division process, but the appropriate Dean should be kept involved.</p> <p>Assistant Deans should let anyone in their division who receives reassigned time for College-funded activities, such as Master Adviser, that release time will not continue into 2014-15.</p>	
<p>New Proposed KSU/BCTC partnership - Dave</p>	<p>KSU has approached BCTC regarding a partnership in a program they call NEXUS. The program is for students that KSU conditionally admit, typically students who have developmental math and developmental English needs. These students would attend a summer academy at KSU and if they do not successfully remediate, BCTC would instruct a cohort of these students on KSU's campus. This cohort would be a developmental math course, developmental English course, a KSU specific FYE course, and a college level course. Any students who needed additional remediation beyond that would attend classes at the Lawrenceburg campus of BCTC. The Pilot of this partnership is scheduled to begin in Fall 2014.</p>	
<p>Perkins Funding - Mike</p>	<p>The allocation is not currently ready but should be by the end of March. Mike will be sending last year's spreadsheet out for everyone to edit with their current requests. This should be returned to Mike by March 31<sup>st</sup>. Mike will bring the requests back to ALT on April 1<sup>st</sup> for discussion and prioritization will occur at ALT on April 8<sup>th</sup>. The request will be submitted to the System by May 1<sup>st</sup>. The spreadsheet should be completed first, followed by the Plan Use of Funds form.</p>	

Starfish – Ben	<p>Ben reported that Starfish will be available April 7th for anyone who wants to begin using it. The EARS portion of Starfish will be piloted first. An email will be sent to faculty to solicit volunteers for the pilot. The full roll out of Starfish will be Fall 2014. Faculty will, at a minimum, use the program for scheduling advising appointments, office hours, and EARS reporting. Students enrolled in a faculty member’s course and assigned advisees will have access to the faculty member’s schedule.</p> <p>Ben also reported that the Student Advising Committee will be looking at how to re-assign readmitted students to an advisor.</p>	
Instructional Calendar - Ben	<p>Ben showed ALT the current draft of the timeline for administrative tasks required of or affecting faculty. Let Ben know if you have any additions or edits. Once finalized it will be housed on the website under Faculty Resources.</p>	
Workgroups – SDEM - Greg	<p>Greg reported the following:</p> <ul style="list-style-type: none"> <li>• There are still plans to move toward late registration occurring on one campus</li> <li>• SAP letters will now be generated at the System level beginning at the end of this current semester. This could potentially lead to additional delays in SAP appeals.</li> <li>• Recruitment is occurring at a rate of 25.7 days/month. Program coordinators should be reminded to enter any recruitment activities onto the website.</li> <li>• Some programs not using the marketing templates have been exposed – please use the templates!</li> <li>• The number of requests for no-show reinstatements needs to be reduced.</li> <li>• The philosophy behind what is offered during 8-week and 12-week terms was discussed. The registrar’s office has indicated that new admissions will only occur for the 12-week session and not the 8-</li> </ul>	

	<p>week session. Classes that are offered during the 8-week session should be continuation courses, not stand alone courses. Any stand-alone courses should be offered during the 12-week session. It may be that the registrar's office should be provided with a list of areas that have a need for the 8-week courses. Greg will follow-up with SDEM to determine a viable solution.</p>	
Essential Agenda Items	<p>Greg reminded everyone to send in their Outstanding Graduates to Linda Faul. Kudos to Marty for being the first to complete this request!</p> <p>Ruth asked about CSSE surveys in classes that have already missed several classes due to weather. Tammy reported that Larry laquinta sent more surveys out than needed, so if necessary, a faculty member may elect to not administer the survey.</p>	
Adjournment	<p>Meeting adjourned at 4:00 pm. Next meeting is Tuesday, March 25, at 2:00 PM at Newtown Campus; Debbie Holt, facilitator; Susan Hayes, recorder.</p>	