

Date: April 15, 2014 Time: 2:00 – 3:29 p.m.		Facilitator: Ruth Simms Recorder: Dave Hellmich
Present: Marty Baxter, Kevin Dunn, Mike Franklin, Susan Hayes, Dave Hellmich, Debbie Holt, Jenny Jones, Angie King, Tammy Liles, Bonnie Nicholson, Ruth Simms, Rebecca Simms, Paul Turner, Vicki Wilson, Ben Worth Guest: Yasemin Congleton, Beth Healander, Brandon Knight		
TOPIC	DISCUSSION	ACTION
04/01/14 Minutes	The minutes from the April 1 st ALT meeting were approved.	
Good News	<ul style="list-style-type: none"> • Ben shared information about a technology conference at JCTC. • Dave shared information about the 200 Leestown Middle School students who came to the Leestown Campus as part of “Access to Careers,” and he thanked the many faculty and staff who assisted with this event. • Tammy shared that it is always good to ask for things since you never know when it will pay off . . . as it did with Hitachi lending the college an electron microscope for a few weeks. 	
Follow up from ALT minutes – Ongoing	<p>Yasemin gave an update on summer advising and fall late registration:</p> <ul style="list-style-type: none"> • For the summer, faculty will advise in their offices on 5/12 and at Newtown on 5/13 and 5/14. She will send a link tonight. • For fall late registration advising, all Lexington advising will be at Newtown— there will be one room for general education advising, one room for technical advising, and one room for general help. College resources will be available at Newtown. After fall classes start, advising will be on each of the Lexington campuses. She will send a link within the next two weeks. <p>Yasemin also noted that advising is still going on and faculty appointments should be available on AdvisorTrac. ALT members noted it is all too common for students to miss their advising appointments.</p>	
Follow up from ALT minutes – Immediate	No reports were given.	
Essential Agenda Items	<ul style="list-style-type: none"> • Ben gave a brief Starfish update. He also asked about 12-month faculty availability for summer advising and needs their vacation schedules. He concluded by adding that student evaluation of instruction will be occurring imminently. 	

	<ul style="list-style-type: none"> • A concern about the college's Rules Committee was discussed at length. While this is clearly a Faculty Council issue, ALT leadership will see if it appropriately can help facilitate resolution. • Tammy asked that the college articulate a process for when a student dies. 	Jenny will follow up with the college's Behavior Intervention Team.
Commencement	Dave asked that ALT members not able to attend graduation inform him as soon as possible.	
Adjunct Awards	Dave reminded everyone about our process for division adjunct awards and asked that division recipients be forwarded to Clovis Perry and sent to Bonnie/Greg.	
Fellows	Dave asked if, in addition to Natural Sciences, any division has recommendations for possible Fellows. Jenny reminded him that she had submitted a name and will send it again. Dave was dejected by his forgetfulness.	
American Honors Program	Dave reported that KCTCS has asked BCTC to consider joining the American Honors Program and that President Julian will set up a meeting for interested faculty and ALT members to learn more.	
70 % Adjunct Faculty	Susan asked if permission is needed for faculty to exceed 70% workload for the upcoming fiscal year (Summer II, Fall, Spring, Summer I). Dave confirmed that permission is required. He reminded everyone that according to the new policy credit-based faculty may teach up to 30 credits and noted with vexation that a contact-hour-equivalent policy has not been developed.	Dave will seek council from other CAOs and meet with Deb Catlett.
Reading Partnerships	Beth and Brandon reported on the successes of the Reading Partnerships Program and the Reading Co-requisite Pilot. Data from the former indicate that retention is significantly improved in Reading Partnership sections; reports from the latter indicate that students and faculty are very encouraged by the pilot's success.	Dave and Greg will follow up with Beth and Brandon regarding the future of the Reading Partnerships Program and the Reading Co-requisite Pilot.
Summer Building Closures	Susan asked about the status of possibly closing one or more buildings this summer. Dave said the buildings in question are Cooper AT and Leestown A, B, and M. After discussion, it was decided that of these Cooper AT and Leestown B (after the end of high school classes and except for a short summer construction class) would be the most possible.	Dave will follow up with Rob.

<p>Academic Leadership Team Calendar</p>	<p>Dave reminded ALT members of the following calendar items:</p> <ul style="list-style-type: none"> • (Apr. 22) Assistant Dean Submits Summer/Fall Course Schedule Contingency Plans to Dean • (Apr. 25) ALT members submit completed Spring 2015 room grids for Regional Campuses <p>Dave also reminded everyone about the “ALT End-of-Year Sign Off”—April 24, 4:00-6:00.</p>	
<p>LET/Academic Council Updates</p>	<p>Dave gave no update.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 3:29 pm due to expert facilitation.</p> <p>ALT—Tuesday, April 22 11, 2:00-4:00, Newtown Campus Facilitator (Vicki) & Recorder (Paul)</p>	