ALT Minutes

Date: May 6, 2014 **Time:** 12:00 – 2:00 p.m.	**Facilitator:** Dave Hellmich **Recorder:** Debbie Holt

Present:

Marty Baxter, Greg Feeney, Mike Franklin, Dave Hellmich, Debbie Holt, Jenny Jones, Angie King, Tammy Liles, Bonnie Nicholson, Rebecca Simms, Paul Turner, Kevin Dunn, Vicki Wilson, Ben Worth   **Guests**: Pete Hylen, Bob Biega, Becky Stephens

TOPIC	DISCUSSION	ACTION
Call to Order	After ALT members enjoying a delicious potluck lunch, the meeting was called to order at 12:15 p.m.	
Bookstore Concerns	• Pete discussed concerns about book orders being lost and orders being changed from what faculty requested. He said that BCTC used to be near the bottom of the list of colleges in his multi-state district for submitting book orders on time, but now is near the top since they started working with DOM's. Problems have occurred when faculty e-mail the bookstore directly, so orders should go through the DOM's. He emphasized that in no case should orders be changed and he will address this with his staff. • Pete also discussed FacultyEnlight, a new online textbook adoption platform, which allows faculty to research and adopt courses materials online.	Dave volunteered Marty and Vicki to be trained on using FacultyEnlight to see if it is something we want to use collegewide.
Graduation	Bob and Becky discussed how graduation rehearsal was handled in small groups this year instead of one big rehearsal. The platform seating chart and script was distributed. Bob gave driving directions to the Frankfort Convention Center to avoid construction on U.S. 60.	
ALT Minutes from 4/29/14		Minutes from ALT meeting on April 29 were approved.
Good News	Angie invited ALT to a retirement party for Joe Anthony, James Goode, and Jan Holland Thursday, May 8 at 4:30 p.m. at Tanya White's house.	

Follow up from ALT minutes – Ongoing	• Debbie will follow up with Lucinda White at SO regarding BCTC students graduating with a track not offered at BCTC. • Dave sent a report from ITES with faculty committee requests. AD's should send committee recommendations for faculty in their respective divisions to Dave. • AD's should send faculty eligible for promotion in their respective divisions to Dave.	• Committee recommendations for 2014-15 are due to Dave by noon, May 12, cc: deans. • Faculty eligible for promotion due to Dave May 12.
Perkins Update	Mike reported that we still don't know how much Perkins funding we will get for next year but AD's should submit completed Planned Use of Funds forms for all items requested.	Send completed PUFF's to Mike by May 9.
Learn on Demand	• Ben gave a presentation on Learn on Demand courses. There will be two major pushes for LOD by the systems office targeted to our current students. There will now be start and end dates for LOD courses so they will be eligible for financial aid. Start date will be the beginning of the semester and students will be able to register every Monday of the semester until the last 6 weeks of the semester. End date is the end of the semester. Need to consider advising ramifications for LOD students. • Direct to Degree—students a fee of $250 per month and progress through one course at a time at their own pace. When they are finished with one they can start another. DTD is also eligible for financial aid. • There are some test modules for LOD courses available for faculty to review.	Contact Ben for access to LOD test modules.

Kick-Off and PD for next year	There will be no 5th Friday events next year. There will be much more PD available at the Kick-Off event on August 8. The PD theme this year will be retention and faculty are encouraged to present sessions.	Ben will send tentative agenda for Kick-Off when it becomes available.
ALT Calendar	• Spring 2015 Schedule due to Dave and Vicki Friday, May 9. • Send Luv list of classes that can be added during Summer I late registration by May 9.	
Advising/Scheduling at Newtown	Some ALT members will be meeting with SDEM staff for Stop By Get Started post-mortem. Dave distributed an analysis of enrollment for courses first-year students typically take and the majority are still taking their first courses at Cooper. Some ideas that were discussed included: • Making Newtown the default campus for BLC (if PeopleSoft can do this and SO allows us to do this) • Adjust future schedules to schedule more of these beginning classes at Newtown rather than Cooper.	
AO Program	Rebecca reported on her recent trip to attend an AO conference in Washington. Concern was expressed about how we can continue this program without funding. A workgroup may be formed in the fall to study this issue. One idea that was mentioned—could it be part of a RDG 030 partnership?	
Summer Calendar	Dr. Box has approved our summer calendar for 2015 and forevermore!	
Adjournment	The meeting adjourned at 2:05 pm. ♫ School's out for the summer! ♫	