

Academics Leadership Team Meeting Minutes

Date: February 24, 2015 Time: 2PM - 4PM	Facilitator: Kevin Dunn Recorder: Bonnie Nicholson (reluctantly)
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Present: Vicki Wilson, Angie King, Jackie Wiseman, Tammy Liles, Kevin Dunn, Bonnie Nicholson, Rebecca Simms, Marty Baxter, Steve Stone, Debbie Holt, Ben Worth, Susan Hayes, Dave Hellmich

Guests: Desiree Groves, Yasemin Congleton, and UK Graduate Student accompanying Ben

Agenda/Issue	Discussion	Action
Minutes	The minutes from 02/10/15 were approved.	
Good News	<p>Celebrated getting back to work after record snow and arctic weather.</p> <p>Rebecca reported that Burgin HS received a KDE grant to use to develop career pathways in technical fields, with particular interest in manufacturing related technology.</p> <p>Dave reported that he visited the Army Depot and expressed that the facility needs BCTC graduates in the manufacturing technology areas as well. Their salaries could be as high as six figures.</p>	
Desiree Groves Reported	Introductions were made, and Desiree explained that she is the new VA School Certified Officer. Her office is located at Leestown in the C Bldg. Desiree’s role is to assist Veterans with educational benefits. She is working towards BCTC becoming a “Military Friendly” college.	
Advising Update – Yasemin	<p>Regarding advising/registration, Yasemin reported that she has concerns with students listing incorrect programs. A major concern is the need to rearrange advisors to get consistency with the numbers (and majors) of advisees that keeps going up and down. Some areas will have to be rearranged. A major issue is miscommunication with what Ben has uploaded. Yasemin and Ben will reassess and see where the problems are. Yasemin asks that AD’s send her an email so changes can be made. There was discussion on what information to provide to faculty now. Use the list in Starfish and let Yasemin know if glaring issues with the numbers and names of advisees.</p> <p>Summer registration is a concern to Yasemin as faculty may start vacation on May 12 and the dates for registrations are May 14, 18, 19, & 20 from 9 – 4. Faculty are to do 2 hrs. of advising/registering and maybe gone on vacation and not available. Much discussion with group in agreement that AD’s send a memo to faculty and see who is</p>	

	available and if enough are available to get the job done. This list will be sent to Yasemin by the AD's. Group were surprised that there will be no "Stop By, Get Started" this year. Debbie as a member of SDEM reported this change has been made as the majority of students that attend are HS students. Their HS scores and other needed documents will not be available in April.	
Follow-up from ALT Minutes	Discussion: Dave reported that more discussion on 12-Week Scheduling is to follow. Bookstore Concerns: will be agenda for next week	Dave to have book store issues on agenda next week
Carnegie Professor (Dave)	Postponed for one week. Think of those worthy to nominate.	Bring likely candidate to Tues. meeting
New Faculty Training document (Greg)	Sent tentative meeting schedule for Fall Seminars for New Faculty – asked for feedback via email.	Email feedback to Greg
Operation Preparation at Leestown Middle School (Tammy)	Putting out the call for help for Leestown Middle School for Books. March 10 – 13, 9:30 – 3:30. Needs volunteers. Good for external service. Let Tammy know names of faculty that volunteer from your division.	Share with faculty during division meetings. Give them HO
Box tops (Tammy)	Please collect box tops and provide to Tammy for Leestown Middle School. Get 10 cents for each.	Share with Division
SKILLS USA (Rebecca)	Approximately 300 HS students will be at Leestown for competition on Friday, Mar. 13. Need volunteers to work with students in am and in afternoon. Completed by 3 pm or earlier. Call Rebecca and volunteer. Receive external service.	Share with Division
ALT SDEM (Debbie)	Discussed previously with Yasemin report r/t no Stop By Get Started. Blended classes was also discussed. The need for computers for students is an issue with blended classes. Students applying to more	
ALT Calendar (Dave)		
LET Update (Dave)		
Next Meeting	ALT—Tuesday, March 3, 2:00-4:00, Newtown Campus Conference Room 123 Facilitator (Debbie) & Recorder (Marty)	
Adjourn	The meeting adjourned at 4:00 p.m.	