

**Academics Leadership Team Meeting Minutes**

Date: April 7, 2015  
Time: 2PM – 4:00PM

Facilitator: Rebecca Simms  
Recorder: Marty Baxter

Present: Vicki Wilson, Angie King, Jackie Wiseman, Tammy Liles, Kevin Dunn, Rebecca Simms, Marty Baxter, Steve Stone, Debbie Holt, Susan Hayes, Dave Hellmich

Absent: Bonnie Nicholson and Ben Worth

Guests: Pam Hatcher, Deb Davis and Mike Franklin

Agenda/Issue	Discussion	Action
Minutes	The minutes from 03/24/15 were approved.	
Guest: Pam Hatcher Workforce Development  Good News	Pam Hatcher discussed the opportunities available through Workforce Development. Pam discussed future opportunities with Xerox and Amazon. Workforce plans to serve as “R & D” for the college dealing with community education. The incubator is a good example of collaboration between industry, BCTC and with Workforce.  -Tammy shared an article written by UK about BCTC and recognizing the EST program. -Happy Birthday to Vicky Wilson!!! -Nancy Bronner received the New Horizon Faculty Award	
Biotechnology Program: Deb Davis  Perkins: Mike Franklin	Deb Davis presented an overview of the Biotechnology Program – “The practice of doing biology with technology.” After a needs assessment, the support was available. An application was made for a grant, and the program began in Spring 2012. Since that time, they have awarded 29 AAS degrees, 64 Technician certificates and 28 Advanced Biotechnology degrees. They have become one of the top programs in the country. They are currently applying for a 0.5 million dollar grant. They have developed a certificate for a post baccalaureate degree. A recent grad has developed her own nonprofit organization, Nerd Squad, for kids to learn more about science. Salaries for new technologists begin at \$10-12.  There has been a revision of the Planning Schedule. The Planned Use of Funds forms should be completed and returned to Mike by Friday 4/17/15. Mike will send out division prioritized lists to ADs to show what was funded. Large dollar items were removed so that more money available for more equipment. Mike discussed a plan to have the technical programs relocating from Cooper to Leestown to possibly use PERKINS money to help purchase new technology/equipment for renovation of Leestown in the next 2-5 years. AH, NS and Nursing should send a list of future equipment needs for their relocation to Leestown Campus. What can be purchased with PERKINS? Can PERKINS fund an item? Ask these 2 questions. Do I have to have this before I can teach this	Send equipment wish list of programs relocating to Leestown to Mike by Monday 4.13.15

	<p>course? The answer should be NO... PERKINS isn't there to maintain or create a course. Will this add to the student's ability to learn? Will it enhance the students' knowledge? The answer should be YES... Another new rule - Requests cannot be duplicated for more than a 3 year period of time. Items cannot be a consumable. The item must have a lifespan of more than a year. Mike will be sending out necessary info to ADs later today. Mike mentioned that PERKINS will be requiring more partnership from industry in the future.</p>	<p>ADs are to send PUFF to Mike by 4.17.15</p>
<p>Follow-up from ALT Minutes -</p>	<p><b>Facilities Discussion:</b> Greg reminded us that he still needs feedback on the Lexington Facilities Discussion list compiled by Mary Forbes. This info was in a previous email from Greg.</p> <p><b>Title III Grant: no report</b></p> <p><b>Attendance/Class Grades: no report</b></p> <p><b>Online Faculty Assignments:</b> Greg discussed the draft he had sent out in a previous email. More than likely it will be a one year opportunity only. Information available upon request.</p>	<p>ADs send feedback to Greg</p>
<p>Instructional Resources QAC - Steve</p>	<p>Ben and Steve have met to discuss what they plan to ask for in regards to instructional resources.</p>	
<p>Division Meeting Postmortem</p>	<p>Vicki's division- concerns regarding the low enrollment and advising issues Debbie's division- same concerns with advising. Her division voted to reinstate a 3 week time limit on priority registration. They will take it to faculty council Angie's division-concerns brought forward that STOP BY GET STARTED was canceled.</p> <p>Greg-SDEM decided not to hold SBGS. Transcripts, testing and other documentation could be the issue.</p>	<p>Greg suggested we have a rep from SDEM to discuss why SBGS was canceled. Debbie will take this to SDEM/ALT workgroup.</p>
<p>Release Time Concerns</p>	<p>Tammy – concerns from her division regarding increase release time and increase in workload.</p>	<p>Dave will send out last year's changes. ALT will discuss next week.</p>

Leestown Middle Box Top Update	Tammy handed out envelopes for all divisions. Please encourage divisions to participate with division goals.	
Summer Assignments	Greg- announced that Tammy and Angie will serve as Summer I ADs and Debbie and Kevin will serve during Summer II.	Discuss more next week.
College-wide Coordinator's meeting 4/10/15	Vicky discussed the topics. Semester wrap up; Summer Contingency plans; textbook orders. Breakout sessions will be: Gen Ed. Hire Touch; Evaluation of instruction for adjuncts; Tech Coordinators – Assessment update with Karman; PERKINS; Advisory Committee Meeting Best Practices	
Ongoing Item(s) Update	SDEM Workgroup: meet 4/16/15  Marketing Workgroup: meeting next week.	
ALT Calendar	Dave noted April 14 <sup>th</sup> as Academic web content review; April 24 <sup>th</sup> Summer classes open for late registration (all summer term options) due to Dave my noon. April 28 <sup>th</sup> – ADs Submit Summer/Fall Course Schedule Contingency Plans to Dean.	
Academic Council Update - Dave	New Horizons- ADs get a list of FT and PT faculty wanting to attend.  Digital Literacy – academic council will open up a new discussion asking if digital literacy should remain a graduation requirement.	Dave will send out an email.
Next ALT Meeting	The next ALT meeting is on Tuesday, April 14 <sup>th</sup> / Facilitator (Marty) and Recorder (Rebecca)	
Essential Agenda Items - Additions	Susan-transcripts should be mailed to Karen Dearborn but should this be a cost to the faculty?	Dave will look further into this topic.
Adjourn	We adjourned at 4:04 PM. Thanks Rebecca... 😊	
Next ALT meeting	Tuesday April 14 <sup>th</sup> – Facilitator (Marty) and Recorder (Rebecca)	