

Academics Leadership Team Meeting Minutes

Date: September 23, 2014

Time: 2 PM – 4 PM

Facilitator: Ben Worth

Recorder: Susan Hayes

Present: 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: Cindy Baker, Cindy Tucker, Greg Rickert

Agenda/Issue	Discussion	Action
Minutes	The minutes from 9/16/14 were approved.	
Good News	Marty Baxter is celebrating another big one: 50 + and does not look a day younger although his knees are going!	Marty was honored by Susan w/ an ice cream Sunday.
Follow Up from ALT Minutes Ben Worth Dave Hellmich	<p>On-line Class Maintenance and Review Process via recent meeting ideas were shared via Ben Worth. Training will be held for now to review all online classes. All will be informed of who will train, where and when and how Connie Rine will be included in this training. . It was emphasized by Dave Hellmich “that the final product will go into the Handbook.”</p> <p>Dave spoke to the Title III grant and how important for the college. He and Palisa Williams Rushin and faculty from Humanities and Math Divisions need to be included. A crucial position, Curricula Design Specialist, will come from this grant. During the APT meeting Thursday, Oct 2, plans for future buildings will be part of the agenda. Dave wishes us to consider and offer suggestions/recommendations</p> <p>Grades not being turned in still an issue. Dave emphasized the policy should be followed: faculty are to be informed that there may be consequences when they do not follow policy.</p> <p>Transcripts are now to be turned in to HR: Beverly Drake, Newtown campus. Please hold off on review of faculty files until after Fall break, Oct. 13/14.</p> <p>Course Fee Model – part 1. Charges may be built in 2 pieces; column with 2 seems to be working. Remember that the course fee is to be added to the course schedule BEFORE registration begins.</p> <p>Part 2. Different books may be used for same course by different faculty. Dave proposed that if section assigned, faculty has to use same text. Bookstore and faculty need to be informed of selected book to use. Several ADs agree that they have faculty discussion to select text then all use same. Not resolved for in-person course.</p> <p>Summer Schedule – Procedures and changes discussed. AD’s to submit final product to Julie with deletions/changes.</p> <p>Rooms at Newtown – 105, 106, 107,112, and 113 are not Scheduled.</p>	<p>Title III grant to be on agenda next ALT</p> <p>May be academics practice if ADs agree</p> <p>Majority may rule by faculty in decision making. After course scheduled then no changes. Effective Jan 2015 – for e-resource books.</p>

Division Meeting Feedback	Debbie Holt shared that she had discussion to inspire faculty to motivate them to inspire others. She has Business faculty who have a total of 634 years in education at the college. Ages vary up to the 80s. The concern is with freshmen (new students) in technical programs not being placed in needed technical courses for their major in their first semester. Dave requested that he receive specific information so he could address. Kevin reemphasized problems with wait-listed students getting wrong courses that delay their completion of the programs. Angie has faculty w/ concerns with developmental classes online – should be a decision from the faculty in the specific area.	
PTK Faculty Advisors Extraordinaire Arrived and Reported: Lucinda Baker Cindy Tucker Greg Rickert	Many Honors and Awards have been received due to the hard work of this group of faculty Advisors. They had standing applause after each reported on the work doing in the name of Phi Theta Kappa. There was encouragement for ALT members to please attend some of their many festivities, especially the upcoming Razzle Dazzle induction to be held at Leestown Campus on Sunday, Oct. 19, 2 pm in the C Bldg. Conference Room. Concerns that they are a legitimate social society w/ educational perks such as financial help with educational scholarships needs to be conveyed to faculty and staff alike. Others with similar names have contacted students who have sent monies with no benefits.	Everyone should attend Razzle Dazzle 10/19/14, Leestown Conference Room Sunday 2 pm. Invite PTK to division meetings so faculty can inspire students to join
USA All Academic Team	Reminder to please address before deadline to Linda Faul.	
Fall 2015 Class Schedule Parameters - Dave	This is the Big One! This class schedule is our Store Front! It depicts our priorities. Do we go with the 75/25 approach (Newtown 75; Cooper 25) or 40/60 or what? Should not experience same problems of others not understanding Academics plan or approach this time around. Need to refashion, to shape a recommendation for BCTC. Where do we need to go? Need reflection and envision where we go. SDM and Academics will need thinking and discussion to emphasize needs of college and how to get where we want to go. Emphasize needs of college: Classroom needs/ changes needs examination, i.e., Arch Cooper classroom needs. Weekend courses except for technical given up for budget purposes	Dave sharing with SDM and LET and wishes ALT members to attend APT to share as he will not be there.
Roster Verification for 12 Week - Angie	Concerns that students FA monies not being released unless rosters are verified when it is not possible. Students being sent to faculty (adjuncts) Lucinda White, KCTCS rep for these issues	Dave emailed Runan. Suggest Runan or designee be invited to address these issues with us in next ALT meeting
QEP Liaison Committee- Angie	Request for QEP Liaison to be considered Leadership.	Agenda item for future ALT meeting

Starfish - Jackie	Faculty and student concerns with Starfish flagging students, and this being visible to others. Confidentiality issue? Ben says no. other issues with this and students feeling stigmatized.	Agenda item for future ALT meeting
Leestown Computer Labs - Greg	No AO in these lab rooms in near future so they are being released as follows: A 109 – CIT. Workforce will receive N 119 (the computer room currently used by CIT) A 131 – Math 011	
Next meeting	APT—Thursday, October 2, 2:30 – 4 pm, Leestown Conference Room ALT—Tuesday, October 7, 2:00-4:00, Newtown Campus Conference Room 123 Facilitator (Tammy) & Recorder (Greg)	