

Academics Leadership Team Meeting Minutes

Date: April 5, 2011		Facilitator: Diana Martin
Time: 2:02 – 3:42 p.m. Location: Leestown Campus		Recorder: Bonnie Nicholson
Present: Marty Baxter, Sandy Carey, Greg Feeney, Debbie Holt, Charles James, Jenny Jones, Tammy Liles, Diana Martin, Karen Mayo, Mike McMillen, Bonnie Nicholson, Vicki Partin, Rebecca Simms, Paul Turner, Vicki Wilson, Ben Worth ,		
Agenda/Issue	Discussion	Action
ALT Minutes	ALT minutes from March 29, 2011 were approved.	Approved as distributed
Essential Agenda Additions	None (Vicki late)	
Room Usage/Scheduling	Continuing problem with room scheduling via PS/ASTRA. Recommendation to go through the proper channels for scheduling as some faculty find room empty so think they can use without contacting AD. AD's would also like to have another in-service on scheduling with ASTRA.	Ask Dave to conduct another in-service for proper scheduling.
New Printer/Copiers	Dave provided information to Vicki Wilson that she wished to share with the group. Jocasta Gardner, Terry Buckner, and Jerry Adair are part of the committee for installation of new printer/copiers. There may still be changes related to personal printers and what may be kept.	
Changes in Curriculum 1. AA/AS degree 2. Technical Programs	There are faculty concerns with the proposed changes in curriculum related to a CTE and HB 160 that includes AA/AS and the AAS degrees requiring reduction in credit hours that may be needed to get a program to 68 hours. The ALT group voiced their concern that these recommended changes are upsetting and undermining integrity of programs or degrees. The other concern was that there may not be a faculty representative from BCTC on the KCTCS General Education Workgroup.	Request from group that Dave look into whether BCTC faculty are being represented and having a voice regarding these changes that may occur Fall 2012.
Voicemail Accounts and Long Distance Codes for Adjunct Faculty	Discussion regarding whether adjuncts have voice mail and long distance codes. It appears that some adjuncts have voice mail and others do not. The ALT group agreed that voice mail was desirable for adjuncts to have but not long distance codes.	Recommendation to refer this issue to ALT/IT Work Group who will get answers for entire ALT group.
Carnegie Professor of the Year Nominations	No names send forth at this time.	Recommended to forward names to Sandy and Bonnie tomorrow if interest.
Coordinator Assignments	ADs and Deans reviewed and discussed various changes for release hours for faculty. The group agreed on increasing hours for those with increased workloads.	These changes will be shared with Dave at Deans'

Revisited	Master Advisers were restored to 6 hrs for fall with approval of all. Vicki Partin requested 2 faculty to each receive a 3 credit course release for 2011-12, to develop and implement a course redesign pilot for one of the transitional math courses for Spring, 2012, responsibilities are for Fall 2011, Spring 2012. Group approved for the year.	meeting on Thursday, 4-7-11.
Committee Viability Feedback	<ul style="list-style-type: none"> • ALT group reviewed college wide- teams and committees and made comments: related to the Academic Standards and Admissions Committee, since this is a Faculty Council issue and AD's should take the concerns to their faculty council reps. • Mandatory Placement Committee – important committee to retain. • Group questioned list of committees on p. 3, # 1 – 5. What is their purpose? • Professional Development Committee – p. 8, members recommend that there be more faculty leadership and focus for this committee. • Learning Resource Library Committee – p. 7, the ALT group recommend that this committee have staggered 2 year terms and a chair to provide leadership. • The ALT group as a whole was concerned with: Purpose, meeting times (do they meet), do they understand the goals for the committee, are faculty active when listed on a committee, and how does the college strengthen these committees. Is the one year term changeable? Group recommends suggesting Fridays at 2 pm for meeting times. 	
Ongoing item(s) update	No reports	
Additional last minutes items	Send summer dean assignments to Sandy and Bonnie Chair Academy Karen 2011 -12, Jenny 2011 – 12, Ruth Simms (throwing her hat in the ring) 2012 -13. Reading prerequisites a major concern for fall. Ben suggests getting together with Diana Martin, Vicki P., & Vicki W. for possible resolutions. Vicki P. will call meeting. Suggested that they contact Suzanne McGurk at KCTCS for input prior to decision making. For errors with pre req, submit to Becky Stephens who will work with Suzanne.	
Next Regular Meeting	Tuesday, April 12th, 2:00-4:00 pm, Regency 201 Facilitator: Jenny Jones & Recorder: Charles James	