

**Dean's Council
September 18, 2013
Minutes**

Members Present: Tamara Clunis, Daniel Esquivel, Patsy Lemaster, Russell Lowery-Hart, Jerry Moller, Carol Moore, Renee Vincent and Lyndy Wilkinson

Members Absent: Joy Brenneman, Kim Davis

Others Present: Lee Colaw, Ellen Green, Kristin McDonald-Willey

Website/Portal Management – Ellen Green

College Relations creates print program brochures for promoting programs. The inventory of brochures is getting low. With the passage of House Bill 5 there may be changes needed to the brochures. Ellen has asked the Council for guidance in updating the brochures. There is an immediate need for information because many programs are waiting on brochures. Following are the brochures identified:

- ACE/Quest
- Health Sciences
- Technical
- University Transfer

Ellen discussed the marketing of the landing page and the content management of the portal – AC Connect – which will market to an internal audience. David White will train end-users on the use of the new system and will be ready to train in a couple of weeks. There will be a push to move employee specific information from the actx.edu site into the portal.

Assessment/Discontinuation of PET Forms – Kristin McDonald-Willey

Kristin McDonald-Willey presented information on the new Program Review process which replaces PET forms. The process will be simpler and result in a tool that produces meaningful outcomes and more accountability.

Kristin will send the documents electronically to Council members for feedback.

Core Curriculum

Jerry presented information regarding the work of the Core Curriculum Committee and the proposed new core curriculum scheduled for implementation in Fall 2014.

A revision recommendation was made to consolidate two separate AA/AS options into one.

Wilkinson motioned, seconded by Vincent to approve the Core Curriculum proposal with the recommended revision. Council members approved the recommendation. Russell abstained. The Core Curriculum proposal will be sent to Curriculum Committee for approval.

Deans' Council Member Reports

- Academic Success
- Arts & Sciences
- Center for Teaching and Learning
- Continuing Education
- Health Sciences
- Hereford Campus
- Moore County Campus
- Technical Education

Adjourned at 3:15.