

VPAA Council

January 27, 2016
Library 204, 1:30 pm

Agenda

Members Present: Deborah Vess; Becky Burton; Tamara Clunis; Kim Crowley; Megan Eikner; Daniel Esquivel; Daniel Ferguson; Kristin McDonald-Willey; Toni Gray; Richard Pullen; Mark Rowh; R. Vincent

Welcome back from Dr. Vess; hope all had great holiday. Looking forward to work from here on out without budget issues.

- I. Minutes from 12-16-16
Approved.

- II. Presidential Scholars International Trip
Dr. Vess reported on the Presidential Scholars International Trip. Every year the first-year class goes abroad. This is an expensive venture, but this year, she was able to cut the price of the trip by two-thirds. The group visited Poland and Lithuania; it was a profoundly transformational trip. They were able to tour a university in Vilnius and visit the Jewish ghettos from the World War II era. They also visited museums that were centered on the Holocaust, as well as a KGB prison. The subject matter was painful, and our students were remarkable mature and respectful as they toured the facilities. The group met the woman whose life inspired our Common Reader, "Between Shades of Gray", which was one of the highlights of the trip. They went to the Ponary forest, where the inhabitants of the Velinus ghettos were taken; these people were shot, burned, and then had their bones crushed. While in Velinus, the group was able to serve at a homeless shelter for two mornings. Warsaw was visited; the group toured the Jewish cemetery where up-risers from the Jewish ghetto were buried. The group moved on to Krakow; visited Auschwitz-Birkenau, where Jews were automatically gassed or served hard labor that usually resulted in their demise. This was a life-changing experience for the Honors group.

Dr. Vess wants to offer more trips for those who are not President's Scholars. During Spring Break, there will be a trip to London and Paris for any that want to attend.

The Common Reader program will be shifted to Academic Affairs from Student Affairs. Dr. Vess would like to incorporate the Common Reader into the curriculum. A committee will need to be formed to oversee this

project; Dr. Vess would like the deans to send nominations for this committee.

III. Curriculum Committee Issues

The Curriculum Committee is going well this year; they have redesigned the forms for submission. Please remind your chairs and directors of the deadlines to submit revision requests. Dr. Vess must have the requests one week before the Curriculum Committee meets. If the revision is not received by the deadline, it will have to be tabled until the next meeting. The committee will continue to meet through May.

Please respect the committee's decisions; when a decision is made to veto, the revision should not come back unless there are radical changes made. The chair/director needs to plan to be at the meeting when their proposal is being made. Dr. Vess asks for the deans' support on these issues, and would like to remind everyone that these are open meetings.

IV. Budget timetable

Great news-we are finished with budget cuts! Please fill out the requisite form and enter your budgets into Colleague. Budgets need to be flat; do not ask for any extra positions, student workers, etc. If you have a pressing need, communicate this to Dr. Vess, but know that most requests for extra help will not be met. Salary lines need to be checked; please make sure that any lines that are no longer in your area are moved to the appropriate budget.

Personnel Changes:

Due to the retirement incentive, there will be many positions vacant. Unless these positions had previously been marked as critical, they will not be replaced.

The library has four retirees; none will be replaced. Mark Hanna is one of those retiring; Emily Gilbert will now be facilitating the library as Director of Information Services. Casey McGee, who was in charge of the library labs, is retiring. Jeff Gibson will now manage equipment for Academic Affairs, as the Director of Media and Technology Resources. Jeff will have three part-time people to staff the library after hours. Melanie Gray, from the West Campus, is now under Academic Affairs. She will report to Jeff, and the West Campus lab will integrate into Tutoring Services. If faculty needs help with video in the classroom, Jeff will be able to help. He, Emily, and Heather Voran will work closely together.

Reminder:

No position can be replaced without cabinet approval, including grant positions; this is a presidential directive.

Request:

Please address rumors: no programs have been closed at this time; hopefully guided pathways will enable the college to not close programs. We are not closing Music, we are not closing the Arts; please help get the word out.

Information:

Funds for Academic Advancement come from Dr. Vess's line, not from the department.

Overload pay comes from Academic Affairs; while overloads are better this year, we still need to keep an eye on overloads. SACSCOC has strict rules concerning overloads; we need to show them that we have enough faculty to meet student needs.

Adjunct teachers cannot teach more than nine credits per semester. If need be, you can combine small sections to make their nine hours, but they cannot be allowed to teach over their nine hours.

If you have Perkins requests, please fill out form and give it to Dr. Vess during this budget cycle.

V. Travel budgets

Concerning the amount of travel monies, there is a lot of inequity between departments. Many faculty do not have the opportunity to go to trainings, while others travel frequently. Dr. Vess proposes that travel funds be centralized. Tamara suggested that the deans come together and put travel money on the table and try to help all faculty (excluding grant monies). A committee may be formed to allocate funds; more discussion on this issue will follow in the next meeting.

VI. Guided Pathways update and course schedule entry

Dr. Vess commended Becky Burton on the fantastic job she has done on the Guided Pathways. The General Studies associate degree has four different pathways, which Dr. Vess took this to board Tuesday evening; it was positively received. These pathways are having an impact; all the blocks made, except one Dev Ed evening class. Contact hours are up; AC is funded by contact hours. For the next scheduling round, we will have 25 or so blocks; we need to align with the Registrar and Advising and put students in one of these pathways. We need to plan to reach 50% threshold for our blocks. This will be brought to faculty on Friday, and we may need to tweak some things. There is so much overlap with any given program that you can put a student in a career path and it will not impact the student's major until the very end. Students can take everything to university if they stay on pathway. The plan has been implemented and it is working. Learning communities must be tied together in the system beginning Fall 2016. Learning Communities are making an impact with our students. Tamara reported that reading students in the Dev Ed blocks

that are partnered with psychology had a 75% pass rate in comparison to a 50% past success rate without a block scheduling.

Schedules will need to be entered by March. There will be more meetings to put blocks together, but Dr. Vess is proud of what has been accomplished; it is one of the best things we have done thus far.

VII. Strategic goals: eight week courses
To be discussed at a later date.

VIII. Academic Calendar: Summer Term
8-week courses are ramping up, and two issues have arisen. There is no break between the two sessions, which swamps faculty and students. There are also questions about handling final exams. A proposal for next year is to have a week long fall break for all students. If a break is instituted, would faculty like to have the full week off as well, or would they prefer to come back later in August and use the week in the fall for faculty development opportunities. Please think about these items and they will be discussed further.

Summer term: Most of our summer enrollment is in the first summer session. For Summer 2017, there is a consideration to have only one 8-week session. This needs to be explored; it would impact fast track and students from universities home for the summer.

Dual credit: Becky will be talking to Dual Credit counselors next week to see if 8-week classes might be possible for Dual Credit.

IX. Summer Building Closures/Class Scheduling
Ordway will be closing for the summer; should we close Dutton as well? Dr. Vess is trying to discourage the Dutton closure, but for now be sure not to put anyone in Ordway when you schedule summer classes.

X. Overloads
Addressed in item IV

XI. Retirees
Dr. Vess asked for the deans' opinion about hosting a retirement reception for the faculty that are leaving. This was positively received by the deans, and will be planned for later this year.

SACSCOC is looming. Dr. Vess will be forming committees now; she wants these to be charged this semester. Need to have the draft of the committee's charges by next spring. This will give us a preliminary assessment to see if we are compliant or not. Each committee will have manageable tasks; committee chairs will be part of the steering committee. There will be a training session on how to respond to SACSCOC standard.

Thanks to Daniel Esquivel – due to he and his staff, we have the first CNA Co-board on campus.

Congratulations to Mark on the 100% pass rate on the CNA Co-board.

CNA program will begin on Monday in Hereford.

CNA and Patient Care Technology will now be offered as dual credit and articulated credit.

Meeting adjourned at 4:06 pm.