

VPAA Council

March 23, 2016

Library 204, 1:30 pm

Summary

Members Present: Dr. Deborah Vess; Dr. Tamara Clunis; Megan Eikner, Daniel Esquivel; Dr. Daniel Ferguson; Emily Gilbert; Toni Gray; Richard Pullen; Renee Vincent, Kim Crowley, Jill Gibson, Mark Rowh, Kristin McDonald-Willey; Heather Voran

Members Absent: Becky Burton; Victoria Taylor-Gore

Dr. Vess welcomed all, with a special welcome to Jill Gibson in her new role as Associate Dean of the School of Creative Arts. She reiterated that this new program is budget neutral. The new program is getting ready to post crucial music positions; of special importance is the position associated with the Master Choral program. Dr. Vess has asked members of the Master Choral to be included on the position decision, as partnerships with the community are of high importance to Amarillo College.

Dr. Vess thanked Tamara for the great job presenting Developmental Education report to the Board of Regents last night.

Today's meeting will be short; Dr. Vess is on the search committee for the Executive Director of IR and needs to meet this afternoon with the committee.

I. Budgets

Dr. Vess reviewed all the budgets for 2016-2017. Budgets must be flat-lined for this fiscal year. At some point, additional lines need to be added, but there are no funding resources at this time. Right now, we need to concentrate on increasing our enrollment. By increasing enrollment, more funds will be awarded to the college from the state, which is important as the regents do not want to increase tuition or taxes until they are positive that AC has done everything possible to stabilize the budget. Programs need to be retooled and creative scheduling implemented to meet our student needs. At this time, there are no plans to close programs. Dr. Vess has been meeting with different departments, discussing budget issues and guided pathways. The conversations at these meetings have been interesting and instructional.

II. Faculty Overloads and Other Issues

Our faculty salaries are not where they need to be; Dr. Vess wants to rectify the situation in the future when the budget is better. Dr. Vess reminded everyone that the college must hold firm with regards to the

overload situation; AC cannot lose accreditation. If SACSCOC believes that we don't have enough faculty to teach our classes, which results in massive overloads, we could go on warning with SACSCOC. If we go on warning, we could lose positions. More full time faculty is needed, but we don't have the funds right now. Data and enrollment figures need to be looked at and then used to find ideas to attract student enrollment. It is understood that overloads are sometimes needed (a three-hour assignment), but please get with Dr. Vess before the overload is assigned.

There are departments that need to accommodate more students, but do not have the budget to hire faculty. When this happens, get with Dr. Vess for approval to raise the class capacity, and then pay an adjunct more for having a larger class. This is only for emergencies and can be used in online courses, but not for campus classes.

During the Summer semester, deans need to use their best judgment on how many classes full-time instructors may teach. Class quality must be maintained; instructors cannot deliver quality instruction if they are teaching too many hours in a short period of time. Also, each class must have minimum enrollment, or the instructor's pay will be prorated.

When hiring adjuncts that are employed elsewhere on campus, adjunct loads should not interfere with their full-time employment. Department chairs should check with the adjunct's supervisor to determine how many classes the adjunct can comfortably teach. Remember that dual credit loads count toward adjunct loads.

III. Dual Credit

There are some complex issues with dual credit. There are dual credit online courses with AC instructors of record, as well as a facilitator in the high school, no matter the size of the class. AC will no longer be using facilitators for dual credit classes with less than five students. These students will now be enrolled in an online class. There are now dual credit online classes with students enrolled from multiple high schools. This saves CTL from building a Blackboard course shell for every dual credit course that facilitates only one or two students, as well as the Registrar having to close classes that did not make. Please work with your chairs on building class schedules to avoid creating unneeded dual credit classes. Deans and chairs also need to monitor the full-time faculty who are being paid as instructor of record for dual credit classes, yet are not teaching the class. In essence, Amarillo College is paying an instructor of record and a facilitator in the high school, with the facilitator sometimes providing little instruction in the classroom. If the high school cannot provide an instructor with the proper credentialing, the students should be enrolled in an online class, without a facilitator. On another note, Becky has done a wonderful job with the dual credit. Lana Jackson will be

retiring in August, and Becky will probably be taking the responsibility for the First Year Seminar responsibilities.

- IV. Dr. Vess needs to respond to mandates from legislature. She must be able to report five programs by the end of the month, which can be delivered in block scheduling form. These courses need to be career and technical programs. The courses suggested are as follows:

- Welding
- Computer networking
- Associate Degree Nursing-Evening
- Criminal Justice Certificate
- Certified Nurse's Assistant
- Patient Care Tech

The blocks must have consistent time frames, similar to the blocks that have already been developed for Arts/Humanities, as well as STEM. These blocks need to be ready to go for Fall 2016. The state has also mandated having a multi-disciplinary program. AC has four tracks in General Studies, so we are ahead of the game.

Dr. Vess commended Mark on the three recent accreditations. They have received a letter from the Texas Nurses Association and their Nursing Continuing Education was accredited with commendations.

Meeting adjourned: 2:39 pm.