

VPAA Council

March 9, 2016

Library 204, 1:30 pm

Summary

Members Present: Dr. Deborah Vess; Becky Burton; Dr. Tamara Clunis; Megan Eikner, Daniel Esquivel; Dr. Daniel Ferguson; Emily Gilbert; Toni Gray; Richard Pullen; Renee Vincent

Members Absent: Kristin McDonald-Willey; Mark Rowh; Heather Voran

Dr. Vess welcomed all and thanked all for their expressions of concern and support for her son during his illness.

- I. Minutes Approval
Hold for next meeting

- II. Academic Affairs Meetings
Dr. Vess will be meeting with the faculty from all of the departments in Academic Affairs. She would like the opportunity to discuss certain subjects occurring in Academic Affairs, such as the recent budget cuts. While there are issues from these cuts (some concerns have cropped up that cannot be addressed at this time due to last minute budget shifts), Dr. Vess wants to reiterate that budget cuts are finished; there are no plans to release other faculty. While Academic Affairs took more hits than Dr. Vess wanted, the cuts were not as deep as they have been in the past. Other offices, such as the Business Office, took a significantly larger hit. Other topics to be discussed: new textbook policies, an in-depth look at guided pathways, and instructional overload issues. We can no longer have the massive overloads; this could jeopardize AC's accreditation. Dr. Vess welcomes any questions that the faculty might have for her. Her interactions with faculty have always been favorable; she hopes this continues. Discussion followed.

- III. Budget Discussions
Dr. Vess used a chart from the Business Office to show how the budget shook out this year. She discussed exactly where the cuts came from, including those who retired and the positions that will not be re-filled. The chart illustrates how few people lost their positions due to cuts. Discussion followed.

IV. SACS 5th Year Report

We are two years away from our SACS 5th Year Report. While there are not as many standards as the full report, they still do take a lot of time. Dr. Vess would like to divide tasks into manageable committees, instead of one big one, by clustering standards that are related. Dr. Vess shared a handout with a draft of committees. Trainings to show the committees how to respond to the standards will be conducted by Dr. Vess. She would like the deans to look over the draft and give suggestions for other committee members to Dr. Vess. There will be a special need for people to edit narratives. Thus far, Theresa Clemons, Dr. Vess, and Becky Burton will edit, but others are needed. The report is due in September of 2018. Dr. Vess wants to hold trainings soon so that a draft can be given to her by the end of November 2016. The Steering Committee will give feedback on the draft; then the draft will be updated and sent to outside reviewers in spring of 2017. The draft will be tweaked and sent to the reviewers again in the fall of 2017. Any other revisions will be made and then given to Cabinet, who will serve as final reviewers. The QEP Impact Report will also need to be included. This report will be limited to 10 pages.

V. Blocked Scheduling for Five Programs

House Legislation is mandating five different programs with blocked schedules. We must be able to tell a student in a program that classes will be delivered at certain times each semester, such as an 8:00 am to noon block, or a noon to 4:00 pm block, etc. The needed courses for a program must be consistently delivered in these time blocks. We are already doing this in certain areas, but the House is interested in the technical and career education areas. We need five programs to put into working blocks. Suggested areas:

Welding
Network Certificate
Criminal Justice Certificate
ADN
Industrial Maintenance
FAA
CNA

We will need to list and block the chosen programs. Dr. Vess will need to report the program timeframes, days and courses.

VI. Fall Schedule

The Fall Schedule is not entered as of yet; please get your schedules in as soon as possible. Becky said that one of the scheduling holdups was the creation of blocks for scheduling. Most of the blocks are now created, so this should speed up the scheduling process. Please hold

the line on overload schedules; an occasional overload is acceptable, but any amount over 18 hours will require approval from Dr. Vess. Curriculum Committee Reminders: Please run issues by Dr. Vess and turn in your proposals and documentation at least one week before the Curriculum Committee meeting in order to move forward on the changes.

VII. Deans' Evaluations

Dr. Vess asked if the deans wanted adjuncts to be included on the surveys. Most did not; only wanted full-time faculty and staff included. If a dean wishes to have others included, they can give a list to the VPAA Office and those people will be added to their list of evaluators.

Meeting Adjourned 4:27 pm.