

**VPAA Council  
Minutes  
November 16, 2016  
Ware Student Commons 204, 9:00 am**

**Members Present:** Deborah Vess, Becky Burton, Heather Voran, Emily Gilbert, Frank Sobey, Vicky Taylor-Gore, Toni Gray, Daniel Esquivel, Renee Vincent and Megan Eikner

**Members Absent:** Mark Rowh, Tamara Clunis, Kim Crowley

**I. Minutes Approval**

Minutes to be sent out for review.

**II. Faculty information for advancement in rank and/or tenure**

- No one applied for tenure this year.
- Reviewed list of faculty indicating year of hire and other information. Please send corrections via -email to Dr. Vess and cc Toni Van Dyke.
- Temporary faculty are not eligible to apply for tenure.
- Double check at Dean/Department level to make sure faculty member meets all academic criteria to apply for rank and tenure.
- Faculty should focus on advancement through ranks and attainment of tenure.
- Letters to faculty eligible to apply for advancement in rank will go out after Thanksgiving break.

Discussion followed.

**III. Proposed changes to faculty handbook re: membership on the rank and tenure committee**

- Handbook Committee proposed that the rank and tenure committee be constituted on the same model as the senate.
- Draft provided of the recommended changes that have been proposed by the Handbook Committee, Reviewed by the Senate, and reviewed by the Cabinet. They will go next to the Board.
- Proposed changes include:
  - Minutes cannot be posted due to confidentiality. The Rank and Tenure Committee is asked to provide a written report of their findings and deliberations.
  - If there are no faculty members who have advanced at rank while at AC or earned tenure and who are not program coordinators or directors, Program Coordinator and Directors serve- or those with at least four years experience at AC can serve.

Q and A followed.

#### **IV. Pay for Performance Update**

The Pay for Performance Committee has led a series of workshops across all the campuses. This has been a faculty-driven process. Faculty members have given input regarding roles and other considerations for evaluations. Once the Pay for Performance evaluation model has been approved, the Board will decide the specifics of how it will be implemented.

#### **V. Pathways update**

##### **a. Health Sciences**

- i. Flow chart has been created for students who are not admitted to a program to forward their applications to other areas for which they may be eligible.
- ii. Students may be offered a Pathways that includes the CNA to PCT to CMA or VN Program as their major.
- iii. Other Pathways have been proposed and are being designed for Allied Health programs.

##### **b. Implementation of AC Guided Pathways**

- i. Currently we are to be at 80% of our offerings on the 8 week model for the spring.
- ii. Eight week success rates are significantly higher in Dev. Ed and most gateway courses.
- iii. A level I certificate was implemented for Technical Core. This is yet another approach to stackable credentials that will increase our completion rates.

Discussion followed.

#### **VI. Curricular updates/revisions: Action items**

- Deans are asked again to align their programs to the market place and with transfer Universities (WT, UT, TECH, UNT).
- Reports about degree alignments are to be created for Curriculum Committee and VPAA Council by February.

#### **VII. Procedural issues, responsibilities, action expectations, and team work**

- Confidentiality and trust are important to teamwork.
- Clarity in communication is necessary.
- Deans need to follow up on action items related to the Strategic Plan and be actively implementing projects.

Discussion followed.

**VIII. Confidentiality issues**

Deans and other members were asked to be careful with confidentiality.

Discussion followed.

**IX. Professional Development Project (s) for the VPAA Council**

Book *"Increasing Persistence"* was given to each member to read. Each member picked chapter/chapters they wanted to read and present.

**X. Updates, questions, and concerns from team members**

We will start doing Communication points.

Heather Voran – ENMU online certification courses the past two semesters have had pre-requisites. There are no pre-requisites for this offering if faculty members would like to sign up. This certification gives a faculty member 12 hours towards rank and 15 hours towards pay.

Dev. Ed has gone from 54% success rates to 78.69% as a result of reorganization, fast tracking students, adjustments to how we advise students following testing, and other creative approaches.

Please inform Dr. Vess of any special events in your area so that she can attend.

Adjourned at 11:30 am