

Vice President's Council
October 28, 2009
Summary Notes

Members Present: Robert Boyd, Bill Crawford, Daniel Esquivel, Toni Gray, David Hernandez, Judy Johnson, Patsy Lemaster, Jerry Moller, Sheryl Mueller, Ed Nolte, Lou Ann Seabourn, Renee Vincent; Carol Moore-recorder

Members Absent: Paul Matney, Jack Stanley

Others Present: Lee Colaw, Lana Jackson

Announcements:

- Diplomas and Certificates (DAC) – 25 students received funding for academic courses including Office Occupations, Aerospace Manufacturing
- Notable Achievements – 1) Association of Developmental Education, 2) Mathematics Outreach Center is a finalist for the Star Award, 3) Mathematics Outreach Center is also nominated for a Bellwether Award
- Outstanding Classified Employee Award – nominations are due Friday, October 30
- Tenure Notebooks – due today
- Adjunct Faculty Performance Review Form – is now on the Forms page of the website
- Student Evaluations – are being distributed this week
- CCSSE – group meets Friday
- Conversations on Student Success
- International Conference on College Teaching and Learning – Discussed the possibility of nominating Richard Pullen, last year's Piper Professor recipient

Board of Regents Meeting

- Nursing Sim Man was approved
- 3-D printers were approved
- Christmas decorations on the Washington Street campus were approved

Dual Credit – Seabourn

Seabourn has been working with AISD and CISD to determine what technical courses are available through dual credit based on the changes to TEKS.

She also asked that faculty refrain from soliciting partner schools to use AC as a dual credit provider. We currently have a very amicable working relationship with everyone in our service area and we want to maintain those relationships.

Seabourn, Lemaster and Voran will be attend a meeting next week on the TXVSN regarding the offering of dual credit online courses.

Fall 2009 is the highest dual credit enrollment on record at approximately 2,100.

Advertising for Part-time Instructors

If there is a need to increase the pool of part-time instructors, compile a list of needed positions and submit it to Moller as soon as possible. He will work with Human Resources to

TRTF – Lee Colaw

Colaw updated the Council on the direction of the TRTF committee.

In August, extra money was identified in the budget and it was used to purchase a large number of computers.

Initially in the Technology Replacement plan, departments were asked to inventory existing computer equipment and give recommendations on the replacement of the equipment.

Effective this year the system will change. Replacement will no longer be based on recommendations from the divisions, but instead on a 4 year life cycle of equipment; divisions were given a list of computers needing replacement during the year.

Computer equipment will be ordered by September 1, received by late September, installed in October and implementation for the year will be completed by November 1. In November and December computers reclaimed will be rolled down in areas with the greatest need.

Faculty should have the choice between PC vs. MAC and laptop vs. desktop. However, it is up to the department/division chairs to determine the needs of faculty within each specific department. Special needs will be addressed in the budget process; by receipt of equipment in the fall all special needs will have been identified. Consistent, identical equipment will be placed in.

A grant request in currently underway to address the replacement of projectors on campus.

Standard software on every computer includes Microsoft office, anti-virus programs and multiple browsers. The IT department will be the repository of specialized software and will create copies as is appropriate. Software should be identified and included in budget requests in the spring and purchased by the departments and divisions.

In 2011 a proposed policy suggests that equipment purchased by a grant will not be part of the equipment replacement policy. When a grant expires, the associated equipment expires with it. If the equipment is necessary after the grant, it needs to be included in the institutional budget process.

We will not be converting to Windows 7.0 before Fall 2010 at the earliest.

In the future, if a computer fails during the year there will be a pool of functional computers available for replacement.

Nolte is the representative on the IT Council and distributed a packet of information to the VP Council to review. The packet includes a draft of the Appropriate Use Policy for Information Technology as well as information on processes used by end-users.

Career Clusters – Lana Jackson

Jackson updated the Council on Career Clusters. 26 faculty participated in WIDS training and will begin entering information into the state-wide system next week.

Jackson distributed charts of recommended Career Clusters. All degrees and certificates offered at AC have been attached to an appropriate career cluster after consulting with appropriate division chairs to identify the appropriate cluster. Within a cluster is a 9-15 hour common core. If there is any concern with the placement of a program within a cluster, Jackson will work with department/division chairs to identify the appropriate cluster.

Students can change clusters in high school without penalty. There may be greater penalties the further a student progresses through a degree program at the college level.

The Manufacturing and Information Technology clusters need to be identified and implemented by March 2010.

Distance Ed Strategic Plan – Patsy Lemaster

Lemaster distributed a copy of the Distance Learning Strategic Plan highlighting the activities that need to be completed in the 2009-10 academic year. It includes activities requiring VP Council decisions. Lemaster asked the Council to provide

a list of members who can meet and identify a process to plan for online course and program development.

Title V funds will pay for the development of an online general education course.

Communication within Divisions

Matney has asked that Division Chairs make a concerted effort to communicate within divisions. This item will be discussed in greater detail at the next meeting.

Branch Campuses

We need to do a better job of communicating with Vincent and Esquivel at the branch campuses. There appears to be a disconnect between the divisions and the branch campuses. This item will be discussed in greater detail at the next meeting.

The meeting was adjourned at 3:55 pm.