

Vice President's Council

October 24, 2007
Lynn Library 113 1:30 pm

Minutes

1. **Board of Regents Meeting** – Reported by Paul Matney
2. **Bond Issue Status & Report** – Dr. Jones will be holding a press conference tomorrow about the bond issue. Some people think that now we are getting our funds back from the governor, we do not need the bond issue. Dr. Jones plans to explain the difference in the bond issue and the funds we will be getting from the governor to pay employees' health benefits.
3. **IT Tactical Plan Consultants** – EduServe consultants have been on campus this week. We were able to get 23 faculty members scheduled to see the consultants. They are going to do a gap analysis. The consultants have noted we have too many IT and Distance Education governing committees. They will issue their report in December. We had good meetings with them; they are going to come back with some "best practices."
4. **Submission Deadlines for Spring Class Schedule** – Ellen Green, Melissa Stanley and Diane Brice. Ellen does not want to eliminate a paper schedule in a base year, so we will have one again this year. Diane noted we have always had problems with the deadlines. If we could have changes on the first or second proof (do not wait until the last proof), the process would not cause Rita and Melissa so much work. After much discussion the consensus was to send the schedule to the divisions in a PDF form and let each division correct their own and send back to Rita and Melissa. Diane asked if we could roll over the summer schedule because of Schedule 25. Many of members did not feel this would work because it cannot be guaranteed room changes, but if we must do it, summer would be the best time. Diane will send out a copy to all division chairs to look over.

5. **Faculty Supervisors Recommendations (FSC)** Dr. Matney asked what are you hearing about this group? They are hearing from the ones who are participating positive responses. Paul suggested the divisions get Safari training from Theresa Rider. Talk to Dwight and Kathy Wetzel. Paul will get Theresa to come to our next meeting and explain how it works.
Advising has changed at Amarillo College we need to train faculty to advise.
6. **Career Clusters Leadership Certification Workshop** – Oct. 25; B&I Lou Ann Seabourn, Danita McAnally and division chairs will attend.
7. **Advising Task Force** – Bill Crawford, Judy Johnson, Robert Boyd, and Jerry Molller are serving on the Task Force.
8. **UT-Dallas Comet Connection** Assistant Provost Dr. David Daniel of UT-Dallas came to talk to AC about recruiting our transfer students with AA, AT, and AS degrees. It is a great opportunity for students wanting to continue their education.
9. **E-mail, Portal and LMS** – we are going to be going to Outlook possibly over the Christmas holiday. Blackboard 6 will be our new LMS.
10. **Student Outcomes Assessment Faculty Assignment Submission**
Paul noted he has made a personal appeal to you to ask your faculty to submit assignments for assessments. Out of our 218 faculty members there have been 48 faculty members who have complied with his request. This represents only 22% of our teaching faculty. Paul is asking for the remaining faculty members to submit an assignment. This request is for both academic and technical faculty. Send the student outcomes assignments to Brandy Hayes. We need our faculty to cooperate by sending their assignments. Paul will be sending out an email to make another appeal to the faculty to turn in the assignments. We are two years into this project.

This is the right thing to do to create dialogue among faculty about student learning. Paul charged the division chairs to make an appeal to their faculty.

11. **Colleague Budget Training** - staff assistant need to take this training if they have not already done so.
12. **Faculty Substitute Policy**
13. **AC Transfer Student Report from WTAMU & TTU** – handout provided for division chairs to look over.

Announcements:

- **Fall Too class enrollments began Monday.** Carol will not do FWA for October; faculty will receive their pay in November and December.
- **Compensation for STSU 0211** - a meeting will be conducted with appropriate division chairs.
- **The Chair Academy Leadership Conference** – Denver, CO; April 1 – 4 – look at the website to see if you have someone in your area who may want to attend.
- **Dr. Steven Jones' article** – handout provided
- **Miami-Dade article** –Miami-Dade is revising their entire curriculum based on their instructional assessments.