

Vice President's Council
September 26, 2007
Summary Notes

Members Present: Paul Matney, Robert Boyd, Bill Crawford, Daniel Esquivel, Toni Gordy, David Hernandez, Judy Johnson, Jerry Moller, Ed Nolte, Lou Ann Seabourn, Robert Sloger, Jack Stanley and Renee Vincent

Also Present: Diane Brice, Kathy Wetzel

Members Absent: Mark Hanna, Sheryl Mueller

Announcements:

- Judy Johnson – Matney applauded Judy for her achievement as a Certified Developmental Education Specialist from the Kellogg Institute. Developmental education is a flagship program at AC.
- Question Re: ENMU transfers 95 hours from AC (financial aid). Students can still enroll in coursework up to 150% of degree requirements and receive financial aid. This will enable students to remain at AC and earn credit that will transfer to ENMU. Upon graduation, students need to change their major to a different associate degree. General Studies and Liberal Arts are the best options to allow students to earn the maximum number of credits.
- Fixed Asset Policy – Matney reminded chairs about the AC policy regarding capital equipment.
- Math 1332-Contemporary Math is now a college-level math course and is fulfilling degree requirements.
- Update WebAdvisor Majors List (Carol Moore)—Matney reminded the Council that as degrees/certificates are added or deleted the list of majors on WebAdvisor need to be updated as well.
- Coordinating Board STAR Nominations—Matney inquired whether there are current programs that have been nominated for Co Board STAR awards. Wetzel indicated she plans to submit the Math Outreach Center when the nomination period begins.
- Certifying Census Rosters—Matney outlined the procedure for submitting class rosters and reminded chairs of the importance of getting the rosters in on time. Brice indicated that financial aid checks are processed based on attendance verified on census rosters. An email from Judy Prather was distributed to the Council listing new reports available to departments to check census roster submission.
- Spring Too Classes (March 10 – May 9; no classes March 17-23) Matney reminded Council that because Spring Too begins before spring break, no assignments should be given/due during the break.
- Fall Too—Matney asked about status of Fall Too classes
- Fall '07 FWA—Seemed to go well. Chairs appreciated making changes while meeting with Moore and Matney.

- Compensation for STSU 0221 and other similar courses –Matney expressed concern that instructors are not being compensated consistently when teaching these courses. He will call a meeting of appropriate division chairs and Brad Johnson to discuss this issue.

Board of Regents Meeting

Meeting held at Community Link. Tax Increment Reinvestment Zone (TIRZ) is supported by the AC Board of Regents. Board approved the IT tactical plan.

Bond Issue Status Report & Quiz

Matney passed out bond pop quiz and reviewed answers. Matney shared story of Mayor McCartt gaining support of Lopez-NWTH and Hicks-BSA; they agreed to appear in joint ad supporting the bond and split the cost.

Faculty Professional Travel Procedures

Matney asked Boyd to share with Council the process used by LCFA to distribute Professional Travel Funds within the departments.

IT Tactical Plan Consultants – EduServe

9/26-First organizational meeting with external consultants for the IT tactical plan.

College Inventory of IT Equipment

Matney distributed memo regarding the physical inventory of IT equipment. Hernandez noted one of the forms distributed is an Equipment Disposal Form, not an inventory form. A list of equipment will be provided to division chairs and Council members for the inventory survey.

LMS Decision – Sloger

Sloger worked during the summer to gather input from faculty regarding the selection of a new Learning Management System (LMS). Sloger reported on the assessment of Course Cruiser and Black Board 6. After attending a recent meeting, Fite and Brad Johnson reported that Datatel is developing its own portal and will no longer be supporting Campus Cruiser. Datatel's indicated announcement impacts how AC will proceed. AC may need to choose Black Board 6; it will be compatible with Datatel.

Over-riding Pre-requisites v. TSI Complete (Brice, Wetzel & Johnson)

Matney gave background on developmental education; pre-requisites serve a purpose. Students can be TSI complete, yet still need developmental coursework based on pre-requisites.

- Brice stated that TSI (Texas Success Initiative) is the minimum skill requirement at the state level and institutions may choose to employ more rigorous requirements.
- Johnson passed out a copy of student test score placement and a detailed list of advising requirements for Fall 2007.
- Johnson discussed the difference between TSI-waived and TSI complete. Amarillo College requires a student to be enrolled in at least one developmental course per semester if TSI requirements are not complete. TSI-waived means students can enroll in courses that do not have pre-requisites in the area that is not passed.

- Wetzel distributed degree audits for specific students that have been advised into incorrect courses.
- Johnson and Wetzel stressed the importance of adhering to pre-requisites when advising students and presented statistics on the lack of success of students who stayed in courses without sufficient pre-reqs.
- Brice added that if a pre-requisite issue comes up while registering students, contact the Registrar's Office for clarification.
- Johnson invited chairs and divisional advisors to attend meeting on 9/27 to discuss advising issues related to TSI.

Matney encouraged Chairs to attend and participate in advising meeting on 9/27.

Developmental Education – Re-establishing An Institutional Priority

Matney re-emphasized that developmental education is a signature program at AC. We need to re-commit ourselves to importance of the developmental education program and make it once again an institutional priority.

Coordinating Board Six Course Drop Limitation Rule

Brice has developed preliminary policy regarding the recent six course drop limitation rule. The current Coordinating Board requirements and exceptions were distributed to the Council.

Panhandle Twenty/20 Educational Attainment Report

Matney thanked members of the Council for attending the meeting. Reported that Rod Schroeder, AISD Superintendent, recently stated that AISD needs to start pushing students to 2 year programs and wants AC faculty to come onto their campuses and work with students and teachers.

Institutional Sub-committee on Outcomes Assessment

Committee will meet this week. Dr. Jeff Seybert will address faculty on January 8, 2008.

Perkins IV Meetings

Matney reminded the Council of the upcoming Career Clusters Leadership Certification meetings scheduled October 25-26 at B&I. McAnally sent registration information to Council members in September.