

**Deans Council**  
**Minutes – February 16, 2017**  
**Ware Student Commons 207, 1:30 pm – 3:30 pm**

**Members Present:** Dr. Tamara Clunis, Frank Sobey, Becky Burton, Tina Babb, Vicky Taylor-Gore, Mark Rowh, Edie Carter, Toni Gray, Daniel Esquivel, Renee Vincent, Megan Eikner, Kim Crowley, Dr. Carol Buse

**Others Present:** Nancy Forrest, Jodi Lindseth, Emily Gilbert, Heather Voran, Toni Van Dyke

**Members Absent:**

### **Rank and Tenure**

Faculty Senate is dissatisfied with the current policy for Rank and Tenure. Dr. Lowery-Hart, Dr. Clunis, Frank Sobey, Faculty Senate, and the Faculty Handbook Committee will revise the Rank and Tenure handbook. This semester there will be an Ad-hoc Committee for rank and tenure. Ray Newburg will chair this committee do to no chair being selected the prior year.

### **Quality Matters**

Quality Matters Task Force recommended creating their own rubrics instead of having external reviewers do it, to be financially effective. In addition to cost, time was an issue. Reviewing a course could take anywhere from 8 to 30 hours. Frank suggested training small teams, within programs or departments, to evaluate master classes in their area.

### **Prior Learning Assessment**

Tina will be working with the deans and program coordinators on assessing their programs. A few of the items she will discuss with them are student assessment, who will assess, when it will be assessed, and creating a rubric on who assess each part. Tina will work side-by-side with each division. She asks that each area send her information regarding their program accreditation and the timeline for renewal or site visits. Tina is working on revamping the Institutional Effectiveness website so that all information is in one central location.

### **Faculty Development**

Amarillo College scored low in faculty training from the Aspen Institute and Achieving the Dream. Dr. Clunis mentioned that Dr. Lowery-Hart wants to see a plan in place by Fall 2017 for Faculty Development. Discipline-specific training would happen at the department level, and broader training would be done by CTL. Discussion followed on what types of training could be offered.

### **Crunch Time/Volunteers**

The first floor of the Ware Student Commons building will stay open until midnight; Campus Police will be present during the later hours. Students will have snacks available for them during

crunch time. Dr. Clunis asked for the deans to consider volunteering their time during Crunch Week.

**Other**

Dr. Clunis asked the deans to review faculty rank in their area and consider moving temporary faculty to probationary, especially if they have been at Amarillo College for years.