

Academic Council
Charleston Campus, D323
August 9, 2006

Members Present: Mike Richards, Chris Kelly, Hyla Winters, Carlos Campo, Joe West, Sally Johnston, Anneli Adams, Peg Pankowski, Charles Okeke, Pat Zozaya, Chemene Crawford, Alok Pandey, Terry Norris, Thomas Brown, Paul Pate, Art Byrd

Members Excused: Clarissa Erwin

Invited Guest: Gary Solomon, Bernadette Lopez-Garrett, Kelly Wuest, Dave Morgan, Jackie Rightmire

1. Dr. Richards opened the meeting at 9:00 a.m. with the Dean's Training. Academic Deans and Directors are invited to participant in this training. Anneli Adams, Sally Johnston, Peg Pankowski, Joe West, Carlos Campo, Kay Moormann, Hyla Winters, Charles Okeke, and Chris Kelly were all present. The group was given their new book for the semester, Good to Great and the Social Sectors. They were asked to read the first two issues that would be discussed at the next meeting.

2. A copy of the CCSN Budget Brief was distributed to the group for their information. Dr. Richards explained that this document was prepared some time ago and just wanted them to be aware that the Regents approved the budget project.

Dr. Richards distributed a copy of a Professional Recruitment Status Report. He explained that Dr. Foshee's Office would provide this information twice per month to further update this group as to the status of positions.

3. As informational items, Dr. Richards distributed name tags to the deans asking them to wear while out in the community or off campus events. He informed the group that the fire department has decided to split the 'D' and 'E' buildings; this will occur in a few weeks. He also reminded the group that there was a process that faculty should go through to receive compensation for developing DE courses. He wanted to make sure everyone understood the process.

4. Dr. Richards explained to the group that there are new bylaws online. He explained that because of the new bylaws a memo was drafted to provide information regarding advisory councils. Academic Council was provided as an example in this document. After further discussion, some revisions were made to the document. Dr. Richards advised that he would make the changes and provide them to Dr. Key's Office.

5. Joe West provided the group with a status report regarding Astra software. Carlos Campo spoke about the Part-time Instructor Appreciation Banquet. He wanted to know if the group thought it was a good idea to have a college wide banquet. The other deans agreed and asked Dr. Campo to chair this committee.

Dr. Richards expressed that the PTI Fair was a success last year and would like to have another this year. He asked Peg Pankowski and Charles Okeke to head this project. The group decided that the fair would be in October or November. Dr. Pankowski would provide information to the others after all arrangements had been made.

6. Dr. Richards distributed a CIP Project Request Log for the group to review. He explained that the site planning office was providing this as a way to better communicate. He asked that they take the document and review it, if there were questions or changes to get them back to Michelle Word and she would get to Sherri Payne. He asked everyone to take a break before the regular meeting started.
7. The group reconvened at 10:00 a.m. with Dr. Byrd providing a brief report on 'what's going on in Student Affairs'. He explained that his office was very busy and very excited to be working with Academic Affairs. Dr. Richards stressed the continuing partnership between the two offices.

Dr. Richards introduced Bernadette Lopez-Garrett, Interim Director Student Financial Services, to give an overview on documentation of class attendance for financial aid recipients. Ms. Lopez-Garrett distributed to the group a memo that would be attached to the grade rosters requiring information from the faculty. There was further discussion on this topic.

Dr. Richards introduced Kelly Wuest, Interim Director Career Services, to give an overview on SCANS (Secretary's Commission on Achieving Necessary Skills). Ms. Wuest discussed how to infuse employability skills into the curriculum. She further explained how the Career Services Office could help faculty with this. There was further discussion on this topic.

8. Dr. Richards introduced Gary Solomon, Professor in Human Behavior, to discuss his educational posters that he created. Dr. Solomon displayed many examples of the posters around the room. As a way of advertising, Dr. Solomon informed the group that he would be willing to help any faculty member create such posters for their courses. These posters would then be posted in various high schools. Dr. Richards asked Dr. Solomon to produce more posters and send to Michelle Word.

Dr. Richards asked Dave Morgan to give an overview on the next College Fair. Mr. Morgan explained that the next fair would be October 15-16 at Cashman Field. He asked that if anyone needed a booth to let John Kuminez know by September 9 at 12:00p.

9. As information items, Pat Zozaya gave an update on UNLV enrollments. Alok Pandey distributed a document on travel and mileage issues. He explained that he was preparing a proposal regarding faculty traveling during the summer. He asked the group to read through carefully and discuss with faculty and chairs to increase the awareness of this issue; he wants to make sure that it's done correctly. Paul Pate was asked to take the lead in the relationship with Rancho High School. He provided information regarding the purpose, overview of project, issues to be addressed, and other key things. He asked the group if they knew any faculty that were interested in teaching courses at Rancho High School to please let him know. Joe West gave a status report on Adjunct Impact. Dr. Richards informed the group that there were about 20 new policies on the web.
10. Dr. Richards distributed the NWCCU letter regarding the upcoming accreditation site visit in October. This letter provided the names of the evaluation committee. He also distributed a draft memo regarding a pilot program for IPod Learning. He advised the group that there would be funds available to faculty who wished to use IPods in the classroom. He asked that they take back and review and get comments back to Michelle Word within a few weeks.
11. Minutes from the May 10, 2006 meeting were approved.

The meeting adjourned at 11:59 a.m.

Handouts available upon request.