

Academic Council
Cheyenne Campus
September 27, 2006

Members Present: Mike Richards, Kay Moormann, Anneli Adams, Hyla Winters, Joe West, Sally Johnston, Clarissa Erwin, Peg Pankowski, Chris Kelly, Carlos Campo, Charles Okeke, Terry Norris, Chemene Crawford, Pat Zozaya, Alok Pandey

Invited Guests: Warren Hioki, Joan McGee, Frank DiPuma, Diane Waryas

Members Excused: Art Bryd, Paul Pate, Thomas Brown, Jan Kramer

1. Dr. Richards opened the meeting at 9:00 a.m. with the Dean's Training. Academic Deans and Directors are invited to participate in this training. Chris Kelly, Joe West, Sally Johnston, Peg Pankowski, Carlos Campo, Anneli Adams, Kay Moormann, Hyla Winters, Clarissa Erwin, & Charles Okeke were all present. Dr. Richards began by reminding the group to provide Clarissa Erwin with their feedback on the library's strategic plan; a copy was provided. He also informed them that Clarissa would be making appointments to meet with each dean individually.

Dr. Richards also reminded the group about the women's conference in October. He explained that there were, so far, four women attending and if there were any more to let him know.

Dr. Richards asked the group to encourage their chairs and faculty to attend the faculty forums. He explained that he does these forums as a way of communicating with the faculty and he would like to see a better turn out.
2. The group began their discussion on issues 2 & 3 from the book Good to Great. There was some discussion. Dr. Richards asked the group to continue reading issues 3-4 for the next meeting. He asked everyone to take a break before the regular meeting.
3. The group reconvened at 10:03 a.m. with Dr. Richards introducing Joan McGee and Warren Hioki to discuss partnerships with NSC. Warren began by distributing material to better update the group on what's going on at NSC. He provided the group with his contact information and encouraged them to call him anytime.
4. Dr. Richards asked Clarissa Erwin to speak a little about General Education Goals & Outcomes. Clarissa provided the group with an update. Dr. Richards

asked the group to think about what should be the next step. In conjunction with this topic, Dr. Richards asked Chemene Crawford to distribute an article from The Chronicle of Higher Education that was in today's paper ~ Secretary's Proposals Reassure Some Education Leaders, Disappoint Others. This article further points out that the Secretary of State would be looking at the outcomes in general education. Dr. Richards suggested to the group that they read the article because we may be required to be accountable.

Dr. Richards suggested that they revive the Assessment Committee. The group agreed. They also decided that the committee should come up with a charge. He suggested that they concentrated on Goal # 1 and #3 and asked Carlos Campo and Sally Johnston to take the lead on that.

5. As an informational item, Dr. Richards distributed a draft copy of the 2007-2008 Academic Calendar. He asked if they had any comments or changes to please send to Joe West, who would finalize the document, so that it can then go to Cabinet for approval.

As a way to promote and market our courses, Dr. Richards informed the group that he would like to start creating at least 12 brochures in different areas. He asked the group to send their information to Joe West, who will take the lead.

Dr. Richards discussed the late starting courses and asked the group if they had any ideas on how to list them in the schedule. After some discussion, it was decided to put all late starting classes on one page in the schedule for easy finding. Dr. Richards said he would coordinate with Dave Morgan.

6. Dr. Richards asked Frank DiPuma to discuss the upcoming Assessment Summit. Frank explained that the summit would be held at the Orleans on October 31, 2006. He further advised that this was joint sponsored through CAPE Office, Academic Affairs, and the I&R Office.
7. Hyla Winters distributed a current copy of the upcoming accreditation site visit agenda. She also provided a copy of the evaluation team. She updated the group on the status of the accreditation visit.

Dr. Richards asked the group to take a short break.

8. The group reconvened at 11:00 with Frank Dipuma and Diane Waryas providing a status report on CCSSE Benchmark and Executive Summary. Copies were distributed to the group. Frank explained that CCSN was below all benchmark indicators, but that this was an opportunity to grow.
9. Carlos Campo discussed dual enrollment. He asked the group to please inform him of any dual enrollment projects that they knew of. He wanted to

make sure that he was aware of all of them. He also asked them to identify any faculty members that would like to help in this endeavor.

10. Dr. Richards asked Pat Zozaya to give an overview on the status of UNLV enrollments. Pat provided an update and the group was given a list of classes that are being offered at UNLV. Dr. Richards informed the group that he had plans to meet with Michael Bower at UNLV after the accreditation visit. He asked Sally and Carlos if they had anything they wanted him to share to just email him.
11. Carlos Campo and Pat Zozaya distributed a draft copy of the revised Substitution/Waiver Request Form. They asked the deans to share with their chairs. After a few minor changes, the council agreed that the form looked good.
12. Dr. Richards distributed a copy of Academic Affairs' section of the strategic plan. He asked the group to take and read; and provide comments if they had any to him by October 13, 2006.

Dr. Richards asked the group to provide to him, by September 29, 2006, a list of any course fees and lab fees they would like for him to recommend to the President for approval.

13. Dr. Richards gave an update on the iPod RFP. He further explained that we were prepared to purchase between 150 and 200 iPods for this pilot program. He distributed a copy of the guidelines and application. He explained that there will be a committee of faculty members put together that will look at each application.
14. Dr. Richards explained how the tier concept for smart classrooms worked. He distributed a copy of the recommended rooms that were next on the list. He asked the group to take a look at the list and provide him with their suggestions by October 13, 2006; he needs to know if they wanted the classrooms tier 1, 2, 3, etc.
15. September 13, 2006 minutes were approved.

The meeting adjourned at 12:15 a.m.

Handouts available upon request.