

Academic Council
Cheyenne Campus, Conf Room 'B'
April 12, 2006

Members Present: Mike Richards, Kathryn Jeffery, Terry Norris, Charles Okeke, Janet Kramer, Hyla Winters, Chris Kelly, Eun-Woo Chang, Fran Brown, Kay Moormann, Carlos Campo, Paul Pate, Warren Hioki, Chemene Crawford, Thomas Brown, Clarissa Erwin, Frank DiPuma, Darren Divine, Joe West, Peg Pankowski

Members Excused: Art Byrd, Pat Zazoya

Others Present: Cassie Gentry (proxy for Joanne Vuillemot), Dale Warby, Marty Hicks, Mark Garner, Jennifer Nelson

1. Dr. Richards opened the meeting at 8:00 a.m. with the Dean's Training. Academic Deans and Directors are invited to participant in this training. Peg Pankowski, Joe West, Chris Kelly, Charles Okeke, Hyla Winters, Eun-Woo Chang, Fran Brown, Kay Moormann, Carlos Campo, & Paul Pate were all present. At the previous meeting, the group was asked to continue reading the next two chapters from the book, College Deans – Leading from Within. They had an extensive discussion covering those chapters.

Dr. Richards challenged each dean to do a presentation next year. He felt that it would be a good idea if each one did one presentation once a year.

The group felt it would be a good idea to invite Patty Charlton to a future meeting to give an overview on the budget, maybe at the beginning of the fiscal year.

Dr. Richards took a moment to discuss our current webpage. As a homework assignment, he asked each dean to take 90 minutes and write their division webpage and email to Michelle Word by Tuesday, April 18, 2006. He advised them that they could use Tarrant County College as an example.

The group was asked to take break before the regular meeting started.

2. The group reconvened at 9:10 a.m. with Dr. Richards motioning for approval of the March 8, 2006 minutes. The minutes were approved.
3. As informational items, Dr. Richards reminded the group that the meeting on distribution of curriculum was scheduled for Friday, May 5, 2006 at 9:00 on the Charleston Campus, B105. He also advised the group that July 10, 2006 would be the deadline to get all material in for the Fall Academic Affairs' Newsletter.

4. Dr. Richards asked Mitzi Ware to give an overview on the Department Chair Institute. Mitzi distributed to the group a calendar with possible date the 4 day workshop could be held. After further discussion, Dr. Richards asked the group to take back and discuss with their faculty and provide input to Mitzi by April 18, 2006.
5. Dr. Richards distributed a DRAFT policy revision – completion of Remedial Credit Hours. This document contained language proposed to amend Title 4, Chapter 16 concerning the completion of remedial credit hours. There was discussion. The group had a few concerns: effective date and does it affect the students already? Dr. Richards said he would get the answer and report back.
6. Fran Brown gave an overview of the draft MOU with NSC. Fran explained to the group that there had been some concerns regarding the Nursing Program in this document. After further discussion, Dr. Richards asked Fran and Jan Kramer to meet with a few folks at NSC and to include Joan McGee in those discussions.
7. Frank DiPuma distributed a copy of the General Education Survey. There was discussion. After several questions, Dr. Richards suggested that a small committee be put together to discuss some concerns this group may have.
8. Dr. Richards distributed to the group copies of the Department Definition, Chair Compensation and Departmental Release Time, the Department Chair Compensation Model, and copies of a survey completed this semester, Strategic Planning Overview for their information.
9. Dr. Richards asked Clarissa Erwin to give an overview on general education/student learning outcomes. Clarissa distributed a matrix that showed each general education goal listed in our upcoming catalog and each general education course requirement from every CCSN degree (AA, AB, AS, AGS, AAS) that applies to each goal.

After going through the student goal to identify if a course should or should not be under that particular goal, the group decided to send the matrix to the department chairs to identify an outcome for each course that is assessable. There was further discussion on this topic.

The meeting adjourned at 11:00 a.m.

Handouts available upon request.