

Academic Council
Henderson Campus
Wednesday, February 22, 2006

Members Present: Mike Richards, Joe West, Eun-Woo Chang, Chris Kelly, Charles Okeke, Kathryn Jeffery, Paul Pate, Carlos Campo, Peg Pankowski, Debra Solt, Hyla Winters, Joan McGee, Warren Hioki, Chemene Crawford, Janet Kramer, Terry Norris, Darren Divine, Mitzi Ware, Clarissa Erwin, Pat Zozoya

Members Excused: Art Byrd, Fran Brown, Thomas Brown

1. Dr. Richards opened the meeting at 9:01 a.m. with the Dean's Training. Academic Deans and Directors are invited to participate in this training. Joe West, Charles Okeke, Chris Kelly, Eun-Woo Chang, Carlos Campo, & Peg Pankowski were all present. The meeting began by discussing the dean's evaluation draft. Dr. Richards advised that he met with Fran Brown yesterday and was fine with the layout, but welcomed any thoughts from the rest of the group.

Paul Pate said that he had concerns with question number 24 regarding recruitment and retaining a diverse population. He questioned how effectively they could be with the way the procedures are set up. Chris Kelly suggested that with more input with Human Resources would be helpful.

After further discussion, the group agreed on a few changes. The document is now ready to go to the faculty.

2. Dr. Richards wanted to discuss their plans to evaluate the Chairs. The group decided they would wait until after the next Council of Chairs to see what rubrics that group came up with.
3. Dr. Richards reminded everyone about the email that Joe West sent out regarding 4 and 8 week classes, and he asked Joe to explain further. Dr. West explained to the group that if they got the offerings over to him by the 27th of February, they would then forward to Dave Morgan for the marketing campaign. There was further discussion on possibilities to double the amount they had already planned to offer.
4. The group was informed that Robert Weed resigned and that Collegis was working with that area for a smooth transition.

5. Dr. Richards distributed the data sheets for the Academic Plan. He asked the group to please take some time and make sure they all had their programs and that they were all complete. He wanted all information by March 10, 2006. He also explained that the committee charged with looking at how curriculum is distributed among our different sites would become apart of the academic plan.
6. Dr. Richards reminded the group about his thoughts on creating a brochure for each division. He wanted to know if there was still a need to do this. He asked for their thoughts. The group decided that maybe it was a need for some areas, but not for all. Peg Pankowski suggested that if the web was up and running then that would probably be enough.

Dr. Richards asked the group if it would be helpful if he invited Dave Morgan to one of these meetings. After the group agreed, Dr. Richards advised that he would invite Dave and give the group some notice when he's available. He also reminded the group that Bob Gilbert would be at the next meeting on the 8th of March.

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

7. The group reconvened at 10:00 a.m. Debra Solt motioned for the February 8, 2006 minutes be approved. Joe West seconded. The minutes were approved.
8. Dr. Richards began by introducing our new Director for Nursing, Janet Kramer. The group went around the room and introduce themselves.
9. Dr. Richards distributed an email from Frank DiPuma because there were questions about when enrollments were reported.
10. Hyla Winters gave an overview on the status report on Accreditation Self Study. She explained that the first draft would be sent out to the subcommittee, deans, and chairs. So that everyone was in the loop, Mitzi Ware asked if the draft to go to all. Hyla said she would do that. Dr. Betty Duvall, Professor Emeritus, Oregon State University was selected to chair the comprehensive evaluation visit to the Community College of Southern Nevada on October 4-6, 2006.
11. Regents' Academy information was discussed. Mitzi Ware would be sending additional information including a description of the seminars and deadlines for the deans to provide two names.
12. Dr. Richards reminded the group that he needed to see all annual leave slips before the leave is actually taken.

13. The 2006-2007 Calendar was distributed; it was approved by President's Cabinet. There will be a recommendation for the calendar to be on the web.
14. Clarissa Erwin gave an overview on comprehensive Degree Requirements. Clarissa distributed a memo on general education goals and provided an update. Dr. Richards advised that student learning outcomes for general education was the last major element that needs to be addressed. He asked the group to turn to page 3, stating that this was a good start, but we were not there yet. After some discussion, the group decided that this topic should come back for further discussion. Clarissa advised the curriculum committee would provide a framework and put together a matrix; she would then bring back to the group at its April 12th meeting.
15. The group had an extensive discussion on ways to communicate and how to better improve it.

The meeting adjourned at 11:24 a.m.

Handouts available upon request.