Academic Affairs Leadership Team
Thursday, May 24, 2012

I. CHECK – IN
    a) Agenda

- Book Orders - Bill
- WIDS – Pat and Noemi
- Credit/Noncredit Workgroup – Kelly
- Intro of Donna Bertolino – Bill

II. ACTION ITEMS

   a) Book Orders - Bill

   Bill informed the group that names can be added to the master schedule without book orders but he stressed that all reasonable attempts should be made to have the book orders in place. A question arose regarding the distribution of financial aid without the book orders.

   ACTION(S):   Bill will speak with Alexis Fishbone in Financial Aid to determine if there are any implications for students if they do not have the book orders in the bookstore. He will work to convene a group of stakeholders, including faculty, to examine the entire spectrum of textbook issues later this year.

   b) WIDS – Pat and Noemi

   Bill notified the group that the WIDS license is expiring and asked Pat and Noemi to explain the value of a renewal since the cost is prohibitive. Noemi and Pat both stated that if you are creating a program from beginning to end, then the software is very helpful. However, Jackie stated that the training required to learn the system was extensive.

   Bill stated that he will make a decision regarding renewal and let the group know what his decision is.

   ACTION(S): Given the tightness of the budget for FY13, Bill subsequently decided not to renew the WIDS license.

   c) Credit/Noncredit Workgroup - Kelly

   Kelly provided the group with a proposal from the credit/noncredit workgroup to be reviewed. The work team has decided to begin a pilot program with CIS Department and Computer, Engineering & Technology credit programs. The group discussed how the project would be marketed and how students would be notified. Jackie suggested that a cost benefit analysis and a market analysis be completed before the pilot program has begun.

The noncredit registration process is not the same as the credit process and there was a discussion as to how to combine the two into a working model.

Kelly asked the group to begin disseminating information on this process to the departments. Bill suggested that the TAA grant employees work in tandem with the credit/noncredit work team.

III. Donna Bertolino was welcomed to the team as a new Assistant Dean