

**Academic Affairs Leadership Team  
Thursday, August 25, 2011**

I. CHECK – IN

a) Agenda

- Space Planning - Bill
- DCE Assignment Process - Bill
- New AMP - Bill
- Sandbox - Bill
- Perkins - Bill
- Other Business

II. ACTION ITEMS

a) Space Planning - Bill

Bill informed the group that a master space planning initiative will be taking place in the near future. Bill also let the group know that major energy renovations will be taking place in the Spurk building, possibly as soon as next summer.

**ACTION(S): The group will inform Bill no later than September 20, 2011 of their space needs on both campuses and also what space each division currently is occupying.**

b) DCE Assignment Process - Bill

Bill informed the group that Steve Fabbrucci is currently working on standard language to be used in the tentative assignment letters. Bill will let the group know when Steve has completed this task.

c) New Academic Master Plan - Bill

The Strategic planning process will take place this fall and AMP planning will be limited. At Convocation, the Appreciative Inquiry process will take place to discover what issues are important to the college community.

The hope is to have a new Academic Master Plan in place by Spring 2012.

**ACTION(S): The Deans will notify Bill of what they consider to be important needs for their divisions and for Academic Affairs.**

d) Sandbox - Bill

Bill informed the group that there is an effort at the college called the Sandbox Institute that is supported by an entrepreneur outside of the college. The group would like to have more teams involved in this project in the coming year.

**ACTION(S): Bill asked the group to inform him of any courses or programs in the Divisions that would be willing to enter a team into this project.**

e) Other Business - Bill

IHealth has been delayed until the 2 eight week semester or the January 2012 semester.

Janice was informed that both online and face to face courses do not have separate prep times for faculty.

f) Perkins – Bill

The Perkins allocation has been reduced for FY12 and 20% of the Academic Affairs allocation should be devoted to technical high school issues. Bill will inform the group when the allocation has been decided.