

Academic Affairs Leadership Team
Thursday, September 13, 2012

I. CHECK – IN

a) Agenda

- Program Recruitment – Laurie Dimitrov
- Program Health Measurement – Bill
- Distance Education - Bill
- AMCOA Conference – Ellen
- NEEAN – Janice
- Degree Works - Grace

II. ACTION ITEMS

a) Program Recruitment – Laurie Dimitrov

Laurie informed the group that enrollments are up by 5.3% from last year. Laurie has set a goal for her division of a 2% annual increase in enrollments for next year. Laurie also informed the group that she has a recruitment plan that is on the website. Her team visits high schools, community events, and local businesses.

Laurie also let the group know that there is an open house on October 27, from 10 to 12 and they will also host College for a Day in April. There was a question raised as to how potential students are tracked when they attend an event and if there is follow up after the event. Laurie stated that Banner has a report for inquiries that is maintained by her office. Bill suggested that possibly faculty may not be aware of what resources are available for outreach for their programs. He suggested that Laurie visit Division meetings to provide information to faculty.

ACTION(S): Laurie will work with the Deans to attend division meetings to discuss outreach for potential students.

b) Program Health Measurement - Bill

Bill discussed the use of the program dashboard and Ellen provided the group with an example of one that was created by her several years ago with Lane's input. Bill asked the group to provide their views on the value of the use of a program dashboard.

ACTION(S): Bill will email the group for feedback on the use of a dashboard program.

c) Distance Education - Bill

There is a committee that has been tasked with developing a strategic plan for distance education at the college. The administration members of the committee are Judy, Sharr, Nancy, and Sharon. They group will hold forums for college

community input of where distance education fits at the college. The group will report out to the AALT when their findings are complete.

d) AMCOA – Ellen

Ellen informed the group that the AMCOA conference will be held on October 9, 2012. She let the group know that the focus this year is on quantitative reasoning. Ellen also encouraged members to attend.

e) NEEAN – Judy

The NEEAN conference is on November 2, 2012 and will be held at Holy Cross College. The agenda includes a discussion of Supplemental Instruction and all are encouraged to attend.

f) Degree Works refresher – Grace

Grace informed the group that she will be holding Degree Works refresher training sessions. Grace encouraged the group to schedule training for those faculty who may need a review of the process.