

Academic Affairs Leadership Team
Thursday, February 14, 2008

I. CHECK – IN

a) Agenda

- Distance Education
- Delayed Opening/Snow Policy
- Lawrence Campus Vision
- Shared Equipment
- Repeating a Course
- ATD
- Perkins

II. ACTION ITEMS

a) Distance Education

Alan Foucault spoke to the group regarding a change in the process for Distance Education applications. His suggestion was that the divisions start the application process with the faculty member as opposed to Alan starting the process from CIT.

The faculty member would meet with the Dean first to discuss the proposal and to negotiate the terms of the application. The faculty member would then meet with AI, the department chair, and the division Dean to discuss the elements required to offer a distance education course.

There was a general agreement to proceed in this direction from the group.

ACTION: AI will forward the necessary forms to the Deans and he will also send one to Sharon McDermot to post on the Dean's website.

b) Delayed Opening/Snow Policy

After a delayed opening last week due to weather, the faculty had questions about when classes should start after the opening. There was some confusion as to whether all classes before 10 a.m. are should be cancelled or not.

ACTION(S): Lane will take this information to the next MACER meeting for discussion.

c) Lawrence Campus Vision (5 to 8 years)

Jackie asked the group for input into what they felt the Lawrence Campus should look like in five to eight years. Sue G. suggested that students have some input into the campus design also.

Bill H. stated that he would like to see a Business program located on the Lawrence campus. David K. would like to see the library issues and Academic Support Services addressed on the Lawrence campus also.

Lane suggested that the group start thinking about organization and communication functions that will be needed for future growth. As programs and departments expand their offerings on the Lawrence campus, they will need to plan for how they will communicate effectively across the campuses, share decision-making, and provide effective student support services (advising, tutoring, etc.)

d) Shared Equipment

A discussion involving campus wide shared use of printers and faxes, etc. began by the group questioning which area should pay for the maintenance of these items.

Grace stated that she had worked out an agreement with Nora regarding the repair and maintenance of equipment in her area.

ACTION(S): Jackie, Sue and Sharon will work together to develop a proposal to present to the group.

e) Achieving the Dream

Lane distributed a timeline for the Achieving the Dream Implementation Grant to the group. The proposal is due at the end of March. The Core team has agreed on five goals for this effort, and will be soliciting ideas for strategies to pursue to achieve those goals at the next College Advisory Council meeting scheduled for February 25, 2008. Lane encouraged all of the deans to attend this important CAC meeting.

f) Perkins

Angela emailed the Perkins document to the group for discussion. She gave instructions on where the group needs to provide written responses. The writing piece will need to be completed by March 14, 2008. The writing piece will also include a five year plan that needs to be completed.

ACTION(S): Angela will lead a group to integrate the AMP goals with the Perkins grant and she will also send out the personnel piece to be updated by the Deans.