

Academic Affairs Leadership Team
Thursday, February 11, 2010

I. CHECK – IN

a) Agenda

- Course Repeats - Grace
- Mass Transfer Bloc - Grace
- Degree Works - AI
- Fall Cancellation Meeting - Lane
- Chairs/Coord Ad Hoc Committee - Lane
- Professional Development Workshops – Lane
- Grants

II. ACTION ITEMS

a) Course Repeats - Grace

Grace informed the group that due to Financial Aid issues, and under special circumstances, a student may take a course for a fourth time. Grace asked the Deans to discuss this policy at their next division meeting.

b) Mass Transfer Bloc - Grace

Grace informed the group of a new policy that would allow students coming in to the College with the Mass Transfer Bloc to transfer in a grade of “D”. The policy at the college will state that if a student comes in with a “D” into a program that requires a “C” as a passing grade, then that student will not need to repeat the course.

ACTION(S): Grace will send out the policy electronically and send out to the group for review. The group will respond back to Grace by 2/22/10.

c) Degree Works - AI

AI provided the group with a Power Point presentation regarding Degree Works and what the program has to offer. Lane let the group know that this presentation has already been shown to the Dept. Chairs/Coord.

Lane would like to see this program piloted in the Fall 2010 semester. In order for this to happen, Grace will identify a cohort to be the pilot group. AI stated that he would like to have a representative from SunGard come to the College to complete the behind the scenes work to get us up and running.

d) Fall Cancellation Meeting - Lane

There was a discussion about the Spring 2010 cancellation meeting being held quite close to the start of the semester. The consensus was that there were some extenuating circumstances this semester such as when students were dropped for non-payment. This had to do with some Financial Aid issues.

A decision was made to have the Fall 2010 cancellation meeting 3 days after drop for non- payment happens. Grace will speak with Nora about the concerns with Financial Aid.

e) Dept. Chairs/Coord. Ad Hoc Committee – Lane

Lane discussed with the group the recommendations of the Dept. Chairs/Coord. Ad Hoc Committee's recommendation as far as allocation/reallocation of reassigned time. Lane will send out a spreadsheet for review and comments to the group.

Lane will also make some recommendations as to how reassigned time should be distributed. A Dept Chair/Coord. may also challenge a change to the reassigned time and Lane will review.

ACTION(S): Lane will have a recommendation by the end of February for the group.

f) Professional Development Workshops – Lane

A discussion held over from last month regarding professional development for staff was continued. Lane would like to see the group have their divisions complete the following workshops by Spring 2011; Strengths Quest, Appreciative Inquiry, Process Management or NCBI. These workshops would be for Non Unit Professionals, AFSCME and professional staff employees.

Lane also stated that some other equivalent to the above listed groups could be substituted. David Kelley suggested building these workshops into an employee's evaluation process. There was agreement to build these in for next year.

ACTION(S): Lane will bring this suggestion to MACER and the divisions will work to have the workshops completed by June 30, 2011.

g) Grants - Lane

Lane stated that there have been concerns around how we operate and also obtain grants for the College. There was a suggestion that we find a way to let people know what is available to us for grant applications.

ACTION(S): Jean, Wendy, and Alison will attend one of the future meetings to discuss.