

Expanded Academic Affairs Leadership Team
Thursday, December 3, 2009

I. CHECK – IN

a) Agenda

- Looping Presentation – Clare Thompson
- Web Enhanced Courses - Lane
- FY10/11 Budget - Lane
- Staff Changes - Lane
- Convocation - Lane

II. ACTION ITEMS

a) Looping Presentation - Clare

Clare discussed a Power Point presentation with the group on Looping at the College level. She had done some research on looping and wanted to give it a try with her Basic Writing into Comp I classes. She discussed the advantages and disadvantages, along with the effort to recruit students within the Basic Writing course.

Beth let the group know about her efforts to try and loop the English Comp I and English Comp II classes. Jackie let the group know that some of the health career classes are looped also.

A discussion arose around the effectiveness of looping and what resources would be needed to continue this effort.

b) Web Enhanced Courses - Lane

Lane provided the group with an example of how web enhanced course are denoted when students are looking online to register for classes.

Al notified the group that when they are building the master schedule the method of teaching can be changed to reflect a web enhanced course. This change will start effective Spring 2010.

It was brought up that student charges will change once this change takes effect.

ACTION(S): Lane will look into the matter of student charges being changed. Staff will need to be trained on how to use the drop down menu for method of teaching when building the master schedule.

c) FY10/11 Budget - Lane

Lane presented the group with some information regarding the breakdown of the Academic Affairs budget. 70% of the Academic Affairs budget is designated for direct faculty costs. Lane also noted that reassigned time has decreased significantly in the past few years. The average section size has increased also.

Lane also stated that the chairs/coordinators workloads will need to be addressed in the future.

The group will need to have a discussion going forward as to how they are going to develop a plan to make the necessary cuts as they occur.

ACTION(S): Lane will schedule a time for the group to meet in January to discuss the FY11 budget.

d) Staff Changes - Lane

Lane announced to the group that effective January 1, 2010 Al Foucault will become the Dean of Academic Technology and Ellen Wentland will become Assistant Dean of Program Review, Outcomes Assessment and Educational Effectiveness.

e) Convocation - Lane

Lane let the group know that we will be having an afternoon workshop for convocation as opposed to having divisional meetings on that day.

ACTION(S) Lane will propose the afternoon workshop to MACER.