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| **Agenda/Minutes** |
| Team Name | Dean’s Council Minutes |
| March  | Tuesday, April 7, 2020 |
| Time | 10:30a.m.-12:00p.m. |
| Location | Zoom |

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| Facilitator | Elaine Simmons | Recorder | Denise Schreiber  |
| Team members | Present XAbsent O |
| x | Brian Howe | x | Kathy Kottas | x | Claudia Mather | x | Kurt Teal |
| x | Angie Maddy |  |  |  |  |  |  |
| Guests |
| x | Deanna Heier |  |  |  |  |  |  |
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| Topics/Notes |  |
| **COVID-19 Follow-up Discussions*** Academics
* Classes are going well, Brian is helping with technology, reaching out to Todd and Curtis as needed
* Brian feels the challenge is going to be testing
* Workforce Training & Community Education
* There are no WTED classes on campus, Automotive tried campus classes but the social distancing wasn't working. The classes are now alternative delivery
* Nursing is on campus, the students are screened before they come in the classroom.
* Ellinwood Hospital and Hays Hospital are still letting students in their buildings. Some clinical are on hold but we will have them as soon as we can, they are needed for Board Certification
* WTCE online seems to be going well
* Fort Riley/Fort Leavenworth/GVP/Military School
* Fort Riley and Fort Leavenworth faculty and staff are working remote with no issues
* Grandview Plaza is preparing for F2F classes later this month, they will be doing pre-screening
* Military Schools are doing F2F classes, limiting class size (there is no remote capabilities for the classes they teach)
* There is concern about faculty meeting contracts
* They had an Accuplacer session and have another one scheduled
* Kurt had an new update, the people working at Fort Riley are recommended to wear face masks
* Kurt applauded the people involved in the catalog update, they were extremely friendly, helpful and easy to work with
* Center for Academic Innovation & Excellence
* Curtis is doing a lot of work with faculty and staff on campus, Todd has helped as needed
* BOL
* Student Services
* Dodge City is closing their CDC because of loosing kids due to parents working remote, ours has three that have pulled completely out and ten that have pulled out for the remainder of April and paying 50%
* They are looking at zoom proctoring and hope to have examity up and running soon
* Angie hope to have a FAQ on graduation, that we are planning some type of recognition

**VP Top of Mind Topics*** Current Programming Quality/Student Learning
* Recruitment
* Elaine wants Kathy and Brian to reach out to their teams and get some creativeness for marketing their programs
* Maybe a zoom open house
* Come up with some creative ideas before the end of Spring
* Summer Programming
* Fall Programming
* Angie is concerned that we misrepresent that we prepare students for some programs/careers, Radiology Tech for example
* Brian said they look at the website every year saying that we have pre-reqs and the student does not come out of Barton with a certificate
* LICC is developing a checklist, there will be a question about qualifications to teach the course
* High School Students – BOL for POL Rates
* FY 21 Budget
* If you have expenses that you have incurred but cannot attend the conference etc....please contact Mark Dean. We may be able to get some of the expenses back
* DOJ Grant
* Student Evaluations – New Questions
* GB Faculty 20-21 Faculty Contract Dates
* Spring Break (2021) Dates to Area High Schools
* Concourse Update/Training
* The master syllabi is not done by faculty, they will put the specifics to their class in Concourse
* OER Update/Deadline
* OER will add a sentence about new peer review
* Substantive Interaction Reviews
* Placement
* Electronic Bulletin
* There are links to the electronic bulletin, Elaine is in conversation with PR to get the link on the front page
* Procedures – Credit Hour Allocation &Student Problem Resolution
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| **Projects*** New Programming
	+ Industrial Hemp
	+ Cybersecurity
	+ Crane Operations
	+ CDL Certification/Online
	+ CJ – Online
	+ Graphic Design
	+ Media Production
	+ Welding
	+ eSports Programming
* OER – Project 5! Plus Three Year Plan
* Military Articulation Enhancements/Expansions
* Student Interaction
* Student Evaluations
* Concourse Implementation
* 2+2 Agreements – Management, Promotion & Usage/New General Education Program
* Faculty Position Descriptions
* Policy/Procedure Developments/Reviews
	+ Finals
	+ Maximum Student Enrollment – need to address (Myrna)
	+ Student Problem Resolution
	+ ~~1105/2100 Inclement Weather~~
	+ ~~1500/2500 Academic Assessment & Placement~~
	+ ~~1150/2140 Camps/Leagues~~
	+ 1476/2466 Adjunct Faculty Compensation
	+ 1503/2503 Academic Clemency
	+ 1520/2520 Academic Freedom
	+ 1501/2501/2502 Academic Integrity
	+ 1516 Alternative Delivery Methods
	+ 1515/2515 Arranged and Late Starting Classes
	+ 1535/2535 Children in the Classroom
	+ 1504/2525 College to University Articulation Agreements
	+ 1530/2530 Course Attendance
	+ 1504/2525 Course/Program Development & Management
	+ 1502/2540 Credit Hour Allocation
	+ 1505/2506 Degree Revocation
	+ 1517/2517 Directed Independent Study Enrollees
	+ 1510/2510 Examinations
	+ 1451/2465 Faculty Employment Qualifications
	+ 1465/2481 Faculty Evaluation Process
	+ 1511/2511 Grade & Attendance Reporting
	+ 1505/2505/2506 Grade and Degree Revocation
	+ 1506/2507 Honorary Degree
	+ 1502/2540 Instructional Program
	+ 1463/2470 Intellectual Property
	+ 1510/2510 Proctored Examinations
	+ 1410/2426 Sabbatical Leave
	+ 1420/2435 Barton Distinguished Instructor Awards
	+ 1517/2517 Directed Independent Study

**Ideas to Maintain*** Course Orientation (Todd’s Idea)
* Canvas Usage (Todd)

**Upcoming Events*** FY 21 Budget Due – April 1
* 2019-2020 Instructional Review Reviews Due – April 15, 2020
* ~~Great Bend Graduation – May 8~~
* Fort Leavenworth – June 10
* Fort Riley PTK Ceremony – August
* Fort Riley Graduation – August
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| **Action Items** |  |

**Next Meeting: TBD**