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| **Agenda/Minutes** | |
| Team Name | Dean’s Council Minutes |
| March | Thursday, July 23, 2020 |
| Time | 1:45-3:15p.m. |
| Location | Zoom |

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| Facilitator | | Elaine Simmons | | | | | Recorder | Denise Schreiber | | |
| Team members | | | | | | | | | Present X  Absent O | |
| x | Brian Howe | | x | Kathy Kottas | x | Claudia Mather | | | x | Kurt Teal |
| x | Angie Maddy | |  |  |  |  | | |  |  |
| Guests | | | | | | | | | | |
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| Topics/Notes | | | | | | | | | |  |
| **Follow-up Topics**   * Fall Semester Preparations * Summer & Fall BOL Growth – Data Project (Mather) * Claudia will work with IE to collect data on the BOL growth (new, continuing, traditional, non-traditinal) * BOL Division Meeting * Substantive Interaction – Ongoing * ADA Ally – Timeline * Continuous * Assessment Institute – Jo’s Message Attendance * Leadership Institute * Karly will send the notice to supervisors for nominees * Be sure to send a detailed overview of the individual, what you hope for them and what they see for themselves * Professional Development Idea (June meeting) – Organizing & Using a Canvas Shell (all course delivery types); applicable to in-person course rubric process * Student Handbook – June Discussion * New and Revised Course LICC Process * Course Search Resource * Angie would like to see non-degree seeking students to popular BOL or Gen Ed courses. Push one or two classes for them * Put this on PTP agenda * Student Evaluations – New Questions (Fall)   + Supervisor Review Process * Integrity Tools (Fuzion & LiveOnline) Work Group (Claudia, Matt, Marlo and Melissa Hardwick) * Evaluations/Appraisals   + Adjunct (Summer) due August 28   + Staff – Anniversary Month     - Four+ years of service may be moved to an every three year review   + 2020-2021 Deadlines – Forthcoming * Instructional Reviews   + Schedule & Timeline Forthcoming   + GB Location Review   + Need to have a discussion about summers on Great Bend campus   + Kurt would like to see an eight-week class in FR and FL using Great Bend instructors   **Continuing & New Topic**   * New Faculty Orientation * Annual Adjunct Faculty Meeting * Cougar Tales * 2020-2023 Strategic Goals & Activities (draft sent 7/22 10:40p.m.) * Employee Requests to Work From Home (Kottas) * Need to be consistent * Be cautious about the precedence set (because of child care) * In-Person Course Rubric Process (Mather/Simmons)   + Request for feedback (Kurt, Brian & Kathy)   + Be sure to get your feedback to Claudia   + Launch a faculty workgroup for discussion, planning and development of a pilot   + Target full implementation – Fall 2021 * Faculty Council (Simmons)   + Membership   + Retreat (College Integrity, Faculty Non-Renewals, 3rd Wednesday Sessions)   + Faculty Personal Leave Proposal   + Free Expression Statement * Academic Integrity Procedure/Process   + Slight Modification (Definition)   + Student Code of Conduct Modification (Designee)   + Maxient Implementation   + Eliminating Certified Mail   + Chart Modification   + Brian/Lee Training | | | | | | | | | |  |
| **Projects**   * Noel Levitz Implementation * Statewide Articulations * 2+2 Agreements – Management, Promotion & Usage * Faculty Position Descriptions * Faculty Workload * Great Bend/Fort Riley LSEC Partnership * Direct Assessment – a shift from Open Entry/Open Exit programming * Full degree with all OER certified courses * New/Updated Programming   + Pre-Health   + Industrial Hemp   + Cybersecurity   + Crane Operations   + CDL Certification/Online (SAPP)   + CJ – Online   + Graphic Design   + Media Production   + Welding – Expansion   + eSports Programming   + CJ – Fort Leavenworth   + HZMT and EMHS - Certificate * OER – Project 5! Plus Three Year Plan * Military Articulation Enhancements/Expansions * Concourse Final Implementation * Substantive Interaction * ADA Ally * 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) | | | | | | | | | |  |
| **Action Items** | | | | | | | | | |  |

**Next Meeting: August 20 (cancelled August 4)**