

ACADEMIC COUNCIL

August 21, 2007

1:00 p.m. – 3 p.m.

English Loung

MINUTES

Members Present: Phyllis Arias, Rudolph Besikof, Don Berz, Rose DelGaudio, Lee Douglas, John Downey, Shauna Hagemann, Kenna Hillman, David Morse, Eloy Oakley, Sigrid Sexton, Janice Tomson, Chris Villa

Absent: Linda Umbdenstock, Ann-Marie Gabel

Guests: Paul Creason, Dennis Miller, Natalia Schroeder, Christiane Woener

Note Taker: M'Shelle Reece

Call to Order: The meeting was called to order at 1:00 p.m. President Oakley welcomed back Academic Council Members, both returning and new members.

1. Student Services Basic Skills Handbook

Phyllis Arias gave a brief history of Tribe E, which was formed a few years back and given the task of developing a communication system for students regarding the basic skills resources available on campus. Paul Creason was present and explained the VTEA grant funding associated with this task.

Natalia Schroader distributed documents produced as a result of the Tribe's work. She gave a presentation on the Student Success Services Brochure developed, giving an overview of the brochure's contents, processes for obtaining information in the brochure and the brochure's format created for student ease.

Christiane Woerner continued with a presentation regarding the results of the Tribe's review of the district's student websites. She gave their research results, outlining recommendations where the district should focus its efforts when designing student websites to ensure information is clear and easy to find.

Dennis Miller presented an example of the implementation of a secure staff website to work in conjunction with student websites and campus LCD screens to alert students to urgent campus information; i.e., emergencies, last-minute class schedule/room changes, etc. He emphasized the need for such a resource on campus and the timesaving benefits for staff.

President Oakley thanked Tribe E for all their efforts and suggested that the results of their work should now be turned over to appropriate areas - Student Support Services, Academic Affairs, Faculty Professional Development, and ACIT - for further development and campus distribution.

2. Revised Planning Process

President Oakley and Sigrid Sexton presented a document representing the blueprint for the new planning process to be used beginning the new academic year. The Council discussed and debated the relation and integration of school/department plans within the planning process and institutional priorities and the possible establishment of a taskforce to focus on this issue. It was agreed that the college would move forward with the proposed new planning structure, indicating that as this new structure is operationalized, taskforces would be established to address issues as they arise. Notification of the new planning structure and general charge will be sent out college-wide.

3. Other

Vice President Berz gave notice that, after accordance of college procedure, the Travel and Tourism Program has been discontinued due to lack of student enrollment reflective of changes in the industry.

Vice President DelGaudio announced that the District has hired the positions open for Director of Campus Support, previously the college's evening deans. She gave notice of their hours and room locations on both campuses.

4. Adjournment: The meeting was adjourned at 2:55 p.m.