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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 XAbsent 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
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| **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)
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| **Action Items** |  |

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