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| **Agenda/Minutes** |
| Team Name | Dean’s Council Minutes |
| March  | Monday, July 11, 2022 |
| Time | 1:30-3:30p.m. |
| Location | Zoom |

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| Facilitator | Elaine Simmons | Recorder | Denise Schreiber |
| Team members | Present XAbsent O |
| x | Brian Howe | x | Kathy Kottas | o | Claudia Mather | x | Kurt Teal |
| o | ~~Angie Maddy~~ |  |  |  |  |  |  |
| Guests |
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| Topics/Notes |  |
| HLC Site Visit – October 24-25, 2022**Follow-up Topics*** Evaluations/Appraisals
	+ Staff – Anniversary Month (Ongoing)
	+ Adjunct (summer 2022) – August 26
* Instructional Reviews
	+ Goal Reports (2020-2022 and 2021-2023) – September 1
* Strategic Plan
	+ FY 23 Strategic Planning
		- Confirm 1st Round Priorities
		- Remaining Funds – Additional Priorities
* Quality Course Review Rubric Pilot
* There are six volunteers and they want twenty for the pilot
* Labster
* FR/FL/GVP/GB Course Collaboration
* Student Maximum Course Enrollment Guidelines
	+ New Form – Waiting on Zach
	+ Implementation Timeline – Spring 2023
	+ Promotion of Guidelines
		- Website (Academic Advising, Registration), Student Handbook, Advisors, Catalog, Other
	+ Automated process for monitoring student enrollment within the maximum course enrollment guidelines
* Summer FT Openings
* LICC Structure

**Procedure Work*** Procedure #2470 – Intellectual Property – update sent to Mark Dean/Attorney
* Procedure #2511 – Grade and Attendance – sent to Faculty Council 6/23
* Procedure #2520 – Academic Freedom – Sent to Faculty Council 6/1
* Procedure #2466 – Adjunct Faculty/Overload Compensation – Sent to Jenna (HR) 6/27/Out for Comments
* Faculty Employment Procedure (workload) – new draft
* July 25 Meeting (Student Problem Resolution, Academic Integrity, Student Code of Conduct, Grade & Degree Revocation and Degree Revocation)

**New Topics*** VidGrid Discussion
* Elaine will follow up with Claudia
* FY 23/2022-2023 Themes & Goals
* Grand Canyon Articulation Agreement
* Students can start taking Grand Canyon classes, through the 2+2 agreement, while still at Barton and receive a reduced rate.
* Students can work on a Bachelor degree and a RN to MSN through this agreement.
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| **Projects*** Programming
	+ New for Fall 2022
		- Digital Communications
		- STEM/Stem Education
		- Pre-Professional Healthcare
		- Cybersecurity
	+ Closure
		- Corrections Program Closure/Maintain Individual Courses for Transient Population/Connecticut Contact
	+ New Development
		- Dance Education
		- Welding Expansion
		- Nursing (PN & RN) @ Pratt Community College
		- CNH Technician Training
		- Entrepreneurship Boot Camp

**Procedures*** + ~~Finals (New)~~
	+ ~~2615 Student Problem Resolutio~~n
	+ ~~1105/2100 Inclement Weather~~
	+ ~~1500/2500 Academic Assessment & Placement~~
	+ ~~1150/2140 Camps/Leagues~~
	+ 1476/2466 Adjunct Faculty Compensation
	+ 1503/2503 Academic Clemency (expunge XF?)
	+ 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~~
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| **Action Items:**Instructional Themes & Goals:Theme #1* WTCE will complete the onboarding checklist with their new faculty/staff
* Academics will complete the onboarding checklist and the Performing Arts faculty will have a retreat
* August 11th will be the orientation for Instructions new staff and faculty
* Elaine will talk to Jenna and see if she wants part of the mentoring project
* She will then talk to supervisors asking for volunteers for a meeting

Theme #2* Elaine would like to organize professional development on Diversity, Equity and Inclusion
* Continue to “push” for faculty to collaborate and mentor within like disciplines

Theme #4* Looking at and proposing apprenticeship opportunities

Theme #5* KBOR will resume meeting in September
* Continue working on shared campus opportunities, non-credit Customer Service online
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**Next Meetings**

**July 18 & August 1 – Dean’s Council (Accreditation)**

**August 3 - Dean’s Council**