

ACADEMIC COUNCIL
NOVEMBER 20, 2006
LIB 305
4:00-5:30

Those present: Dr. Frank Novotny, Dr. Ed Crowther, Professor Margaret Doell, Dr. Carol Guerrero-Murphy, Ms Amanda Jojola, Dr. Kurt Keiser, Dr. Kim Kelso, Dr. Mike Martin, Dr. Matt Nehring, Dr. Mary Valerio, Dr. Susan Varhely, and Dr. Brent Ybarrondo.

Absent: Dr. William Lipke.

Guest: Dr. Robert Benson and Mr. Phil Schroeder.

Interim Provost Novotny opened the meeting by amending the agenda to include a discussion of an additional summertime stipend for department chairs. Dr. Novotny announced that Matt Gianneschi may be considered for the Executive Director position at CCHE, this appointment would be an excellent opportunity for ASC. He indicated that Mr. Gianneschi currently is working on engaging businesses and higher education in an attempt to retrain the workforce, and asked that departments submit employment data and offer creative ideas that would enhance this collaborative effort. Some suggestions were: Summer workshop offerings for teachers, and any partnerships that have developed between the business community and academic programs.

Action Items:

Approval of October 2 Minutes:

The minutes of the October 2 meeting WERE APPROVED WITH MINOR REVISIONS.

CRC Curriculum Approval:

Dr. Robert Benson welcomed catalog form submittal from all areas of the academic arena and indicated that all curriculum changes had been approved with a few pending submission of syllabi, etc. There were questions with regard to the number of credit hours required for the AA in Art and APAA Margaret Doell clarified that the AA proposal does not exceed 60 credit hours.

The Council suggested that the CRC meet throughout the year to gain a *jumpstart* on curricular changes rather than entertain a meeting schedule only in the fall. Discussion followed pertaining to catalog data entry, printing deadlines, and affective dates. IT WAS SUGGESTED THAT a subcommittee REVIEW a yearly CRC meeting schedule AND how it would impact curricular changes and catalog production TO FOLLOW WITH A RECOMMENDATION to the Council. Volunteers to serve on this subcommittee are: Dr. Carol Guerrero-Murphy, APAA Margaret Doell, Ms Donna Griego, Dr. Robert Benson, and Dr. Matt Nehring.

Extended Studies Policy Agreement:

As a result of Department Chair meetings, a proposed ES Policy Agreement was presented by Dr. Matt Nehring. Interim Provost Novotny offered suggestions for rewording and clarification. After discussion, Dr. Nehring agreed to rework the document as suggested. A MOTION WAS CALLED TO ADOPT the amended policy agreement AND DISTRIBUTE it electronically FOR APPROVAL. This motion WAS SECONDED and CARRIED.

Discussion Items:

Scholarship:

Mr. Phil Schroeder gave a brief presentation on the merit money available for scholarships to boost departmental recruiting and retention. He indicated that Art, Music, and ETC/FL are successfully taking advantage of this opportunity, and he encourages every department to participate. He indicated that there is approximately \$80,000-\$90,000 available through ACG first and second year grants and third year smart grants. Students can apply by completing the Federal Student Aid form. Mr. Schroeder will notify departments via email of the Department of Education website for details and requirements, etc.

Grade Inflation/CCHE Performance Contract Policy:

Dr. Novotny stated that a policy is needed to govern issues with relation to grade inflation. After discussion it was the consensus of the group that five members comprise this committee; however, the Academic Council will recommend six members and Faculty Senate will recommend four members. Dr. Novotny will send an email message to Department Chairs and Faculty Senate members requesting names and upon submittal, will appoint a five member committee to adopt a recommended policy.

Grants/Salary Savings Release Time Policy:

This agenda item WAS TABLED.

Chair/Program Coordinator Selection Process:

This agenda item WAS TABLED.

Work study:

It was discussed that hours may need to be cut by 30% due to the new minimum wage increase. It was explained that an agenda item will be presented to Cabinet requesting that the difference in dollar amount be funded by the Foundation. Because of this new legislation, we may have less work study positions available next fall. In order to overcome this reality, a higher dollar amount may need to be prioritized to the budget in hopes of adjusting this shortfall next year.

Department Chairs Meetings:

Drs Matt Nehring and Mike Martin commented on the usefulness and the benefit of allowing the Chairs to meet regularly. An increase to the Faculty Development budget and the development of an Extended Studies Proposal are just a couple of items that were produced using this venue. Dr. Novotny suggested that a downward delegation of subcommittees be developed to enhance the productiveness of the group.

Overload Salaries for Regular-Fulltime Faculty:

Dr. Mike Martin commented on the fact that currently the overload stipend is insufficient for those emergency situations due to illness, resignations, and unfilled vacancies. The Council discussed the traditional \$3000 overload stipend for a 3.0 credit hour class and agreed that it should be increased especially when the case is one of emergency. Interim Provost Novotny stated that he's currently negotiating with the VP of Finance the possibility of securing a percentage of overall salary savings monies for departmental use. He suggested that a small committee work on a proposal to coincide with his negotiations, Dr. Mary Valerio volunteered work on this proposal.

Additional Summertime Stipend for Chairs:

Dr. Novotny indicated that Department Chairs be present the week prior to the beginning of fall semester classes to serve the needs of students. He is currently working on a proposal to Cabinet to secure monies to pay Department Chairs either a \$100 or \$200 per day stipend.

A MOTION WAS CALLED TO RECOMMENDED a \$200/day stipend for 5 days from 9:00-3:00 each day with one full day set aside for an Academic Council retreat. The motion WAS SECONDED AND CARRIED.

Information Items:

Drs Mary Valerio and Brent Ybarrondo commented on their attendance at the ACE Department Chair meeting in Austin. They stated that they enjoyed the legal session with regard to termination issues.

With no further information items, the meeting adjourned at 5:36 p.m.

Respectfully submitted by,

Donna L. Griego
Program Assistant, Provost Office