Academic Leadership Team Meeting
October 11, 2022
Minutes

Present: Darci Cather, Dr. Kristin Shelby, Amanda Hannan, Lori Armstrong, Ruth Smith, Kayla Sauerbrunn, JoElla Basler, Ginger Harner, Lydia Dover, Teale Betts, Jean Ellen Boyd

I. Call to Order at 1:04 pm by Darci Cather.

II. Approval of the Minutes from September 13, 2022.
Ginger Harner made a motion for approval of the minutes with a second from Amanda Hannan. All voted in favor and the motion carried.

III. Kudos and Celebrations
A. Our Nursing Department is now ACEN Accredited.
B. We have a new lab assistant, Krista Aud.
C. Stacy Simpson is 6 weeks cancer free.
D. Assessment Day was productive and enlightening.
E. Lori Armstrong and Craig Bradley attended an excellent PTK Conference.

IV. Textbook Process
A. Stacy Simpson put together a presentation on the SCC textbook process and how the bookstore functions. We have book adoptions twice a year, one in spring and one in fall. Forty percent of our books are rentals. Biology is the highest percent of rentals. Staff and Faculty were able to share their concerns and ask questions.

V. Assessment/Budget Cycle Discussion and Feedback
A. Mike McNally led discussion on modifying our calendar to better sync our assessment calendar with the yearly budget. Mike presented an assessment cycle calendar.

VI. Career Expo – Thursday, November 3rd
A. Teale Betts gave an overview of what to expect on November 3rd. There will be a morning and an afternoon session with students from the 12 high schools. Currently, we have 51 vendors.

VII. Perkins Update
A. Access Cards.
Dr. Shelby gave an update on Perkins. We will no longer be able to purchase consumables with Perkins dollars. Students must use all financial aid before Perkins can be used.

B. CTE Day – Thursday, February 23rd
Juniors and seniors from the 12 high schools will attend.

C. Advisory Council Meetings
   i. Darci is checking on the November 15th date. It may have to postpone this meeting.
   ii. The Advisory Council Meeting on March 21st will remain.

VIII. Student Workers

A. We do not have money in the budget for student workers this year.

IX. Course Description Updates

A. Sabrina Black has been pulling discrepancies and sending to the appropriate department for correction. Descriptions from Colleague will be compared to the catalog. Staff and faculty will edit the descriptions, cycles, and review prerequisites. Changes will be due to Felicia by October 28th.

X. Other Business/Questions

A. When will we receive evaluations from SCC Experience Day?
B. Midterm grades are due October 12, 2022
C. Grades are being entered into Colleague but sometimes the reports are blank
D. Dual Credit class reports are due on November 1st.

XI. Adjournment

Ginger Harner made a motion to adjourn the meeting with a second by Amanda Hannan. All voted in favor and the motion carried.