



Minutes
TALC Leadership Team Meeting
July 13, 2006

Members present: Debbie Puett, Dr. Bill Lewis, Cathy Alexander, Sandra Boyd, Jay Coomes, Kim Gold, Donna Harrison, Maggie Killoran, Cindy Martin, Susan Vaughan, and Nancy Womack. Brett Parker was also present.

Fall Convocation Day:

Copies of the tentative agenda for Fall Convocation and Professional Development Day were distributed to the TALC Leadership Team. Jay Coomes gave an overview on the plans and activities for the August 14th, Convocation Day. For the afternoon session, employees will either be involved in the required Datatel training or workshops. Both breakfast and lunch will be served to faculty and staff.

On August 15th, Datatel training will be offered in the morning and afternoon to those employees who have not had training and those who would like to attend again. All other faculty will be involved in workshops and staff may also elect to attend any of the workshops. Breakfast and lunch will be on your own.

Sandra Boyd reported that 89 employees (thus far) have responded with their workshop selections. Workshops with large numbers may require more than one session. If so, she will notify the presenters.

Nine-month employees were mailed copies of the Fall Convocation memo (sent campus wide) as well as a list of workshops and descriptions.

Copies of the revised evaluation form were distributed during the meeting. The one-page form listing the names of each workshop will be placed at each table in the lobby of the Foundations Building and will also be available in each of the areas where the workshops will be held.

Advising Taskforce:

Debbie stated that it was recently suggested absorbing the Academic Advising Committee under TALC as a taskforce. She asked Donna Harrison to share what the advising committee has been working on. Donna gave an overview of the huge task the committee is addressing on advising issues. She stated the committee, at this point, feels that advising is a critical issue and there's a need to create an advising taskforce to address these issues in an ongoing manner. Jamie Spratt has agreed to serve as co-chair. Debbie asked the leadership team their thoughts, and after a brief discussion, it was agreed to absorb this committee as a taskforce.

Dr. Lewis stated that the Institutional Effectiveness Taskforce played a valuable role during SACS review; however, he expressed his concern having members on an idle taskforce. He asked the leadership team their thoughts and after a brief discussion, it was agreed to temporarily deactivate this taskforce as it has served its usefulness for this timeframe.

Assessment Taskforce Reorganization:

Nancy Womack reported that the Assessment Taskforce would be a better organization if it were more inclusive. Presently it has become exclusively a curriculum academic assessment taskforce. A question was raised whether or not to have two assessment taskforce...one for academic and another for service. She stated that the committee is recommending one big assessment taskforce which would incorporate service, assessment, as well as academic assessment. At this time, Nancy will continue to serve as chair and Brett Parker will serve as co-chair. The leadership team agreed it was appropriate in keeping it all together and not separating the two areas.

Books:

Debbie Puett and Susan Vaughan have been discussing what the library has to offer the campus in the areas of the learning college, cooperative learning, and other learning strategies. This idea was derived from Debbie acquiring a couple of books that she wanted to share with other faculty members. She and Donna Harrison discussed having a roundtable later in the fall based on one of the books. She asked the taskforce team for brainstorming ideas of ways to publicize to faculty members that these resources are available. One of the suggestions was resources roundtable series wherein people discuss what they've read and assign other people to view and do an assessment on it. It was also suggested that each taskforce could host a monthly roundtable and be responsible for topic of discussion.

Professional Development – Staff

Sandra Boyd reported that the committee met Monday, July 10 and a subcommittee was formed to work on the ICC Staff Award.

Assessment:

Nancy Womack reported that the taskforce has not met since the last TALC meeting. Brett Parker gave an overview of the three-day conference “Connecting Student Learning Outcomes to Teaching, Assessment, and Curriculum” that he and Steve Hollifield attended at Alverno in mid-June. Plans are to present something more comprehensive and systematic hopefully to a campus wide meeting this fall.

Learning Strategies:

Donna Harrison reported that the committee met on May 3. Final approval was given for Carolyn Young to setup a cooperative learning website. Some general goals planned for 2006-2007 were: encourage and support two more people to participate in the cooperative learning leadership training; conduct cooperative learning training during one of two days fall and spring semesters; explore bringing a brain based learning expert on campus to present best practices; observe a “teacher of the year” in the local high schools to learn hands-on strategies for the classroom; invite Ron Clark to facilitate a workshop on learning strategies for the classroom; and organize a group on campus to read and discuss professional development literature.

Kim Gold reported that the Golden Apple Award will be presented at Fall Convocation. The award winners will receive a plaque, a pen, and a crystal apple. A booklet is also being published with each award winner’s picture and citation. A display case is being purchased which will be located in the Administration Building to house the awards.

Kim continues working with Patrick Henry Community College to offer a cooperative learning summer institute. On July 19, Donna Harrison, Kim Gold, Dr. Johnson will be sitting in on a video conference with four people from Patrick Henry and hopefully confirm the details. Plans are to hopefully offer three workshops: The Foundations of Cooperative Learning, Advanced Cooperative Learning, and then either/or Constructive Controversy or/and Peacemaker.

Donna Harrison announced to the TALC Leadership Team that she and Kim Gold are stepping down as co-chairs. Jo James and Erin Riddle have agreed to serve as co-chairs.

Campus Life:

Cindy Martin reported that the committee has not met since the last TALC meeting; however, informally they have been brainstorming with some ideas for this fall for a Wellness Program for faculty and students.

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Datatel Update:

Maggie Killoran reported that we are now “live” in Datatel. Other than the normal glitches.....it’s running smoothly.

Technology Update:

Susan Vaughan did not give a technology report.

Other Items:

Debbie announced that the NCCCS Conference 2006 is scheduled October 8 – 10. Copies of the document were distributed to the leadership team to share with their committee members who might be interested in attending.