



Minutes
TALC Leadership Team Meeting
May 1, 2002

Members present: Rhonda Davis, Dale Gaddis, Kim Gold, Pat Harris, Donna Harrison, Donna Hood, Karen Jones, DeWalt Koone, Dr. Lewis, Glenda Scruggs, Scott Scheer, Audrey Sherrill, Susan Vaughan, and Nancy Womack. Susan Hargett acted as secretary.

Convocation 2002: Dr. Lewis reviewed the agenda for Convocation 2002 which will be held on August 12 –13, 2002. He stated that Dr. Siegel may possibly be the guest speaker for the morning session on Monday, August, 12. DeWalt Koone of the Professional Development-Faculty Taskforce agreed to contact Dr. Siegel for confirmation. The Monday afternoon workshop activities have not been scheduled at this time, but will be determined by the Professional Development – Faculty and Staff Taskforces. The morning and afternoon sessions for Tuesday, August 13, will be conducted by Dr. Anderson.

Social/Wellness Roundtable Follow-Up: Discussion was held concerning the development of a Social/Wellness Committee. It was agreed that a committee should be formed as an individual taskforce as opposed to being a sub-committee under the current Professional Development – Staff Taskforce. Suggestions of naming the taskforce included ‘Quality of Life Taskforce’ or ‘Campus Life Taskforce’. Membership on the taskforce will be opened to anyone wishing to serve.

Karen Jones indicated that the Community Health Council of Rutherford County will be awarding \$2,000.00 grants to local non-profit organizations who initiate efforts to identify and address health concerns. Audrey Sherrill and Scott Scheer agreed to attend the May 7, 2002 meeting in order to gather information pertaining to the grant funding.

Professional Development – Faculty: DeWalt Koone stated that the planning of Convocation 2002 was still ongoing and that he or Melissa Swofford would contact Dr. Siegel in reference to being the guest speaker for the morning session on August 12.

Professional Development - Staff: Rhonda Davis stated that workshop activities for Convocation 2002 are still in the planning stages for the afternoon session on Monday, August 12.

Assessment: Nancy Womack stated that all of the Assessment Taskforce goals for this year have been met with the exception of attending the National Conference. She stated that program assessment and the workshops conducted this year have been very positive.

ESP:

- Karen Jones reported that the proposed transfer credit policy has been approved.
- 32 documents are now available through the campus intranet.
- Issues dealing with the designation and control of smoking areas on campus were discussed. The ESP taskforce will continue to assess the concerns of both smokers and non-smokers.
- Dr. Lewis gave an overview of a potential scholarship program. He stated that the Institute of Biltmore has agreed to give a \$25,000.00 matching grant to support the program, which is designed to target middle grade students in the public schools for future tuition scholarships at ICC.
- Scott Scheer displayed a new ICC poster that will be used for marketing the College. He stated that 400 posters have been printed and 50 of those will be framed and displayed in various businesses in the county. Other new items to be used in marketing the college will be brochures with brochure holders, billboards, and the utilization of the ICC web page to incorporate the same theme.
- Samples of two welcome signs were distributed for review.
- New campus maps are being developed which will include building names and other pertinent information.

Learning Strategies: Kim Gold stated that the taskforce is exploring six or seven different learning strategies which could be beneficial to faculty and staff. The committee is currently in the research stage and will report later of their findings.

Plans for the Summer Institute are going well with 40 participants registered for both classes. The advanced class has 12 registrations and 28 registrations for the fundamentals class. Deadline to apply was April 15, 2002.

Institutional Effectiveness: Donna Hood stated that the taskforce has met twice and taken the last SACS mini audits and divided them among smaller teams within the committee. Two teams are ready to turn in their findings.

Technology: Susan Vaughn reported the following:

- The *isothermal.edu* domain name is working well
- Two training sessions were held on accessing the General Ledger Inquiry
- IT will be installing new network hardware
- IT personnel have been attending workshops in preparation of the new system
- IT personnel are currently working on campus wide inventory
- Architectural layout of Building 3 is in place

Other: The topic of the next Roundtable will be “Spanish in the Workplace” hosted by Rhonda Davis and Myra Johnson on May 3, 2002 at 10:00 a.m. in Room 112, Business Sciences Building.

The next TALC Leadership Team meeting is tentatively scheduled for Wednesday, June 12, 2002.

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