



**Minutes  
TALC Leadership Team Meeting  
August 29, 2002**

Members present: Rhonda Davis, Dale Gaddis, Kim Gold, Pat Harris, Donna Harrison, Donna Hood, Myra Johnson, Karen Jones, Dewalt Koone, Dr. Lewis, Kristi Sanborn, Scott Scheer, Glenda Scruggs, Audrey Sherrill, Melissa Swofford, Susan Vaughan and Nancy Womack. Lois Scruggs acted as secretary.

Myra Johnson welcomed new members of the TALC Leadership Team: Kristi Sanborn and Audrey Sherrill, co-chairs of the Campus Life Taskforce; and Dewalt Koone and Melissa Swofford, co-chairs of the Professional Development – Faculty.

Myra distributed copies of the membership list and asked that any additions be given to her so she could have Jeff McEntire update the Groupwise distribution lists.

**Learning Strategies:**

Donna Harrison reported that the Learning Strategies Taskforce met on July 10. They have formed subcommittees for each Learning Strategy and are working on details to present their topic to campus. Dr. Lewis will meet with Donna Harrison and Kim Gold to discuss findings from Dr. Anderson meeting.

**Professional Development – Staff:**

Rhonda Davis reported that this Taskforce and Professional Development – Faculty planned the workshops for Convocation Day. Also, the taskforce will begin at their next meeting to work on joint Professional Development Day for faculty and staff to be held on February 4.

**Professional Development – Faculty:**

Melissa Swofford stated they would also begin working on joint Professional Development Day for faculty and staff on February 4. It was stated that the Assessment or Learning Strategies taskforces might have topics that would coordinate with Professional Development Day. Members who have findings from taskforces possibly relating to Professional Development Day should give their ideas to Dewalt or Melissa by October 10.

**Assessment:**

Nancy Womack reported that the Assessment taskforce met in the summer and reviewed goals from last year. She distributed copies of the Assessment Goals for 2002-2003. The main emphasis will be on building portfolios. The Assessment Taskforce will provide a workshop on September 24 for portfolio development. Gerri Dobbins is focusing on student self-assessment. Another workshop will be held at the second campus-wide assessment meeting. A taskforce meeting is scheduled for September 12.

**ESP:**

Dale Gaddis reported that the New Century Scholarship program is moving forward. The next meeting of the ESP taskforce is scheduled for September 5.

**Institutional Effectiveness:**

Dr. Lewis invited Donna Hood to next Management Team meeting to explain the SACS mini-audit. Assignments will be made to address areas identified in the mini-audit.

**Campus-Life:**

Co-chairs Kristi Sanborn and Audrey Sherrill met in July to establish the purpose and identify goals for the taskforce while the membership was being established. Audrey briefly reviewed goals and announced the taskforce will meet on September 5. They have not yet received money from the \$2010 Healthy Carolinians grant. This money will be used to mark a fitness trail.

**Technology:**

Susan Vaughan reported that the IT department has identified computer needs necessitated by the new CIS project and will be placing orders for these computers. She also reported proposed start dates for training for new functional areas of the CIS system. Any system not meeting campus standards will be placed on surplus. IT department has been working to resolve recent network problems by reducing the amount of traffic on the network to increase speed and efficiency. IT Department will be moving temporarily to the location of the Music Department before the end of October while renovations take place in building #3. Since servers will be relocated, the network will be affected temporarily. Additional memory has been installed to alleviate problems on the Blackboard server.

**Other:**

Myra Johnson encouraged all members to look at the TALC website and send changes or corrections for their taskforce to Debra Jones.

**Roundtables:**

Not enough interest was generated to hold the roundtable on "Everything you wanted to know..." over the summer. Susan Vaughan will host a roundtable in September regarding the new CIS system. Nancy Womack will host a roundtable in October and possibly in September on Learning Strategies – Inquiry Based Learning. Pat Harris will be the host for November roundtable, topic to be decided.

Next meeting will be scheduled for Thursday, October 10 at 2:15 p.m.