



Minutes

TALC Leadership Team Meeting October 10, 2002

Members present: Rhonda Davis, Kim Gold, Pat Harris, Donna Hood, Myra Johnson, Karen Jones, Dr. Lewis, Scott Scheer, Glenda Scruggs, Melissa Swofford and Nancy Womack. Lois Scruggs acted as secretary.

Professional Development – Staff:

Rhonda Davis distributed a list of desired workshops that were compiled at the September 16 meeting of the Professional Development Staff Taskforce. These workshops include: Groupwise, NC Live, Access 1,2,3, Excel 1,2,3, CPR/Defibrillation and Spanish. Rhonda stated that interest was expressed in a monthly Spanish workshop; however, she is unsure if this will be feasible, dependent upon availability of facilitators. Also, a roundtable concerning Retirement/Health benefits was discussed. Myra Johnson requested that Glenda Scruggs host this roundtable. She was asked to contact Catherine Bailey to see if she is willing to assist with the roundtable and to set a date. The Taskforce was given approval to pursue interest in the listed workshops; some may be available on Professional Development day in February and others on an ongoing basis.

Professional Development – Faculty:

Melissa Swofford reported that the Taskforce asked faculty for ideas for Professional Development Day in February. She said the majority of the faculty wanted to work in small groups on that day. Possible sessions might be to create and discuss artifacts for assessment, co-plan lessons, or how to create professional portfolios. Myra stated that one intent of the Professional Development Day is to bring the campus together. She asked Nancy Womack, Melissa Swofford, Dewalt Koone, Rhonda Davis and Glenda Scruggs to meet and come prepared to the November 21 meeting with a list of workshops for Professional Development Day. The first objective is to make most workshops available to anyone on campus; however, workshops directed specifically toward faculty or staff may be on the list. There was also discussion concerning a guest speaker for the morning session and workshops for afternoon sessions. Additionally, the Taskforce recommended a Great College Retreat at Kanuga to incorporate everyone at the college. This request will be considered, based on budget, etc.

Learning Strategies:

Kim Gold reported that the Taskforce met on September 19. Reports were given based on research of different types of learning strategies. Nancy Womack reported on Inquiry-based instruction, Gerri Dobbins - self-assessment, Jeremiah Council - Paideia, and Chris Koone - problem-based learning. Nancy Womack conducted a roundtable on Inquiry-Based learning on October 3. Self-assessment will be addressed through the Assessment Taskforce. A roundtable was discussed to gauge interest in Paideia. The Taskforce also presented a proposal for a refresher course in Cooperative Learning Training. This will be pursued to determine interest.

Assessment:

Nancy Womack reported that the Taskforce had received positive feedback from the last campus meeting. The Taskforce will meet on October 29 to plan the next Assessment meeting scheduled for November 14. This will be a workshop for faculty to work on portfolio assignments, possibly one for each competency. Workshops are planned for next semester to include self-assessment and a portfolio session. The next campus wide meeting will include a brief update on program assessment.

ESP:

Karen Jones reported that the Taskforce met on October 9. Steps have been taken for conversion to the new campus map, which utilizes names instead of building numbers. Schedule booklets will be formatted to coordinate with the student's pink registration form. The Taskforce discussed processes for making campus more friendly for Spanish speaking people. Perkins monies are available to convert program brochures to Spanish format. The TALC Leadership Team suggested that the career brochure be converted in lieu of program brochures to encompass every program on campus. Karen stated that Student Services has an interest in "Who Moved My Cheese" workshops. They would like to pursue this and then involve others as desired. Approval was granted to provide this training. An interest in textbook rental was also discussed. Russell Wicker, Susan Hendrick, Paula Walker, Dale Gaddis and Karen Jones have volunteered to serve on a subcommittee to investigate the possibility. Also, discussion was held concerning successful assessment in service areas.

Institutional Effectiveness:

Donna Hood reported that Karen Noel and she attended a SACS regional meeting. Isothermal is scheduled for review in 2006; materials will be sent January 2004. Donna has materials on the principles of accreditation that will be copied and distributed to others on campus.

Campus Life:

Scott Scheer reported that the Fitness Trail was unveiled on October 9. 340 Fitness Trail brochures were distributed to Grub Day participants and twelve people participated in the campus kick-off scavenger hunt. Fifteen to sixteen people had expressed an interest in forming a Book Club. The first meeting was held at Caulfield's on September 27, with ten people in attendance. The Book Club will meet every four to six weeks at lunch to discuss a book. The next meeting is scheduled for October 25 at 1:00 p.m. in the Blue Room. Other possible taskforce activities include a bulb planting day in the fall, cooking contests, reviving the Purkey's Porkies with a different name and developing a neighborhood bike route.

Technology Update:

Myra Johnson reported that the IST Department has moved temporarily. The campus has recently experienced major problems with computer viruses and the IST staff has worked diligently to resolve them.

Roundtables:

Pat Harris will host a roundtable on November 7 on Stress Management. Kim Gold will coordinate a roundtable on Paideia and Glenda Scruggs will coordinate a roundtable on Retirement/Health Benefits.

Other:

Myra Johnson requested that minutes of taskforces be forwarded to her. Several taskforces presented proposed budget requests. Next meeting is scheduled for November 21 at 2:15 in the Blue Room.