



Minutes

TALC Leadership Team Meeting
September 30, 2004

Members present: Cathy Alexander, Fred Bayley, Jay Coomes, Kim Gold, Bob Harrison, Donna Harrison, Donna Hood, Myra Johnson, Debra Jones, Dewalt Koone, Bill Lewis, Carol Richardson, Scott Scheer, Marnie Smathers, Debbie Puett, Susan Vaughan and Nancy Womack. Lois Scruggs acted as secretary.

College Plan:

A memorandum from John Quinley regarding action plans for the strategic goals for the 2004-06 College Plan was distributed. The Learning Strategies, Professional Development-Faculty, Professional Development – Staff and Assessment taskforces were responsible for elements within the goals. It was determined that each taskforce send a list of activities, timelines, and plans that address the goal to Myra Johnson by the end of October.

Workshop Evaluations/Convocation:

Evaluations from Convocation were shared with the TALC Leadership Team and a copy will be given to the presenters. Overall, the evaluations were very positive.

Focus Groups/Convocation:

Comments from the focus groups held on Convocation Day were also distributed. Each taskforce was asked to identify areas that they can address and be ready to discuss these at the next TALC Leadership Team meeting.

Assessment:

Carol Richardson reported that a campus-wide assessment meeting was held on September 29. Twelve assessors are needed (ideally, three per area) and also criteria is needed for the artifacts for Spring semester.

Campus Life:

Debra Jones reported that the Campus Life Taskforce met on September 21. The next Healthy Cooking Potluck is scheduled for October 13 with “breakfast for lunch” theme. Plastic holders for the Toilet Paper News have been purchased and installed. Rutherford Hospital will be here on Grub Day to provide free blood pressure checks. Scott Scheer will also be talking with a Rutherford Hospital representative regarding cancer screenings. The taskforce is discussing the possibility of having an afternoon holiday social at Cindy Martin’s cabin in Lattimore.

ESP:

Debbie Puett reported that the ESP taskforce met on September 24 and reviewed the history of the committee ACA focus group issues that have been addressed through ESP will be documented and posted on the web page. Dr. Lewis suggested that each taskforce document how it is addressing issues and closing loops. The taskforce plans to have campus maps available in buildings and across campus. Stephen Matheny is checking on upgrading the telephone system. Also, training in the use of voice mail is being planned. Staff evaluations will be re-evaluated through the HR plan. Resurfacing, relining of parking lots and additional handicapped parking spaces are being addressed. The ICC loop will be repaved by the Department of Transportation. ATM/change machines will pose an increased security risk for the campus; therefore, the possibility of change machines could be part of the bidding process to provide water and juice on campus. A campus-wide meeting calendar will be discussed at the next taskforce meeting.

Institutional Effectiveness:

Donna Hood stated that the taskforce met on October 1 and has begun training for the SACS process. Assignments are in place for the compliance documents. Donna will be serving as a member of a SACS visiting team in Florida.

Learning Strategies:

Donna Harrison reported that they met on September 16 and revisited the goals of the taskforce: problem-based learning, brain-based learning, 4-Mat and Cooperative learning. They would like to pursue additional problem-based learning training, possibly at a “Kanuga style retreat for faculty with Dr. Lambros as facilitator. Those who attended the retreat could facilitate PBL roundtables on campus. Also, it was suggested that Genesis grants be written for individual departments to learn how to incorporate PBL. The Cooperative Learning schedule has been revised. Currently, there are 23 participants registered, including four from public school.

Professional Development – Faculty:

DeWalt Koone reported they met on September 14. They discussed feedback from the PBL workshop with Dr. Ann Lambros and will poll faculty to see if there is enough interest to pursue additional PBL training. They also discussed upcoming opportunities, such as the ERCBEC conference, to learn about potential speakers for future Professional Development workshops. The possibility of a faculty retreat for spring was discussed. A subcommittee was assigned to pursue retreat options and several other members are seeking new and innovative speakers.

Professional Development – Staff:

Marnie Smathers reported that they are seeking ideas for Professional Development Day in February. Also, they are exploring a possible retreat for staff.

Technology:

Susan Vaughan reported: (1) the video conferencing room in Building 3 has been certified; (2) preparation for the new firewall has been completed (3) the server for Student Affairs has been installed; and (4) additional licenses for GroupWise are being purchased. In addition, Curtis is interested in pursuing Campus Cruiser, a turn key system to accommodate GroupWise, provide e-mail to students and adjunct faculty. Due to the continuing growth of on-line classes, student e-mail has become an issue.

Roundtable:

Possible roundtables: Information session regarding Smart Thinking, 4-MAT Learning Strategies and maybe ideas from the list of challenges generated during the Convocation focus groups.

Other:

Thursday, October 7, representatives from Central Piedmont Community College will be here to meet with the TALC Leadership Team to gain insight about our learning initiative. The next meeting of the Leadership Team will be Thursday, November 4, 2004 at 2:00 p.m.