



Minutes

TALC Leadership Team Meeting
January 25, 2006

Members present: Debbie Puett, DeWalt Koone, Cathy Alexander, Sandra Boyd, Jay Coomes, Rhonda Davis, Kim Gold, Thad Harrill, Karen Jones, Cindy Martin, Melissa Quinley, Mike Saunders, Marnie Smathers and Susan Vaughan. Angela Marlowe acted as secretary.

Professional Development Day – February 7

An agenda for Professional Development Day was distributed to the taskforce chairs. Cathy Alexander gave an overview of the morning activities involving all employees. Sandra Boyd gave an overview of the afternoon activities. Staff will have an option to select two of the eight workshops or may choose to attend the Brain-Based Learning workshop with faculty.

Budget:

The taskforce chairs were given a summary of their budget listing what was budgeted at the beginning of the year and expended thus far. Debbie asked the taskforce chairs if they had any expenditures not showing on their list to let her know.

Guidelines and Procedures/TALC Support:

Susan Hargett, DeWalt Koone, and Cindy Moore have put together a list of guidelines and procedures to assist TALC Chairs and Vice-Chairs in carrying out their duties. The first draft of the TALC Procedures for Campus Events was distributed to the taskforce chairs. Debbie asked the taskforce chairs to review and let her know if there are any suggestions, comments, corrections and/or additions to the list.

NCCCS Conference:

Debbie Puett announced that the NCCCS Conference is scheduled on October 8-10 at Greensboro, NC. This year's conference is focusing on the "learning college". Dr. Johnson would like Isothermal Community College to be represented and sponsor some presentations. The proposals will need to be submitted electronically by February 13. Debbie asked the taskforce chairs if there is anyone interested in attending the conference to let her know.

Great Teacher's Retreat:

The Great Teacher's Retreat is scheduled on February 23-26 at Hendersonville, NC. Registration deadline has been extended to January 31. Carolyn Young, Rick Childress, and Scott Hutchins have shown an interest in attending the retreat.

Professional Development – Faculty:

Cathy Alexander reported that the committee has not met since the last TALC meeting. The committee is planning to meet prior to February 7 to make sure everything is in order.

Melissa Quinley reported that Central Carolina Community College is sponsoring a one-day Teaching that Works: Issues in Vocational and Technical Education conference scheduled on April 6. Some of the concurrent sessions are: Portfolio Based Assessment, Imbedded Assessment, and Student Learning Outcomes.

Professional Development - Staff

Sandra Boyd reported that the committee met before Christmas break to finalize the workshops for Professional Development Day. A meeting is being planned prior to February 7 to discuss committee members serving as hosts at each workshop. The host would introduce the presenter, give a "thank you" gift to the presenter, and collect evaluations forms at the end of the workshop.

Learning Strategies:

Kim Gold reported that the committee met on December 8. Carolyn Young is spearheading the possibility of sponsoring a discussion board for faculty. Some of the topics discussed for the discussion board were: Attendance, How to Motivate Students, Problem-Based Learning Ideas, Problem Solutions, Cooperative Learning, and miscellaneous.

The committee is sponsoring a "Golden Apple Award" to recognize the contributions faculty and staff promotes to the learning college. Nominations forms will be available on Professional Development Day. The "Golden Apple Award" will be awarded up to ten people per year and presented on Convocation Day.

The committee also discussed cooperative learning training. This year, Isothermal Community College is teaming up with Patrick Henry Community College for a Cooperative Learning Foundations Training scheduled on May 15-18. The committee is exploring sending our new faculty this summer to attend the workshop on their campus. The committee is also exploring the possibility of holding a 2007 regional-wide summer institute.

Business and Industry

Thad Harrill reported that the committee met on January 20. Jim Lancaster, Director of Rutherford County Economic Development Commission gave an overview of the economic conditions in the county. Thad shared with the taskforce that things are not as slow economically as you may believe. Between 1999 to present, Rutherford County ranked number one in western

North Carolina for creating jobs; however, we have lost more jobs than other counties in North Carolina. He gave an overview of the businesses visiting our area and exploring the possibility of creating more jobs. He also mentioned notifying everyone when a meeting is scheduled in case others would like to attend.

Institutional Effectiveness

Jay Coomes reported that the committee has not met since the last TALC meeting.

Campus Life:

Cindy Martin reported that the committee met on January 17. They are planning an “International Festival” this spring. Their first festival is scheduled on April 13 and will be held in the gym from 10:00am – 2:00pm (tentatively). Their concept was basically to promote globalization on campus. The committee is meeting next Wednesday (February 1) to begin planning the festival, asking volunteers to help setup the presentation in the gym, and possibly having entertainment. She also asked the taskforce chairs for suggestions for other presenters. She also mentioned that she has the March of Dimes information for anyone who would like to participate this year.

ESP:

Rhonda Davis reported that the committee has not met since the last TALC meeting. The committee is planning to meet on February 1 to discuss the ACA Focus Group summary.

Datatel Update:

Karen Jones reported the following:

- Advisors will register students for summer and fall in the SUN system during the April registration.
- Advisors will register students for summer in the SUN system in May.
- Registration closes May 18. The fall schedule will be frozen and there will be no registration for fall between May 18 and June 13.
- Datatel training will begin May 26. The fall schedule in the SUN system will be entered into the Datatel system by a team including student affairs and departmental secretaries.
- All twelve-month employees will begin training between May 30 and June 9.
- We will be live in the Datatel system on June 14.
- The last conversion will be transcripts. Advisors registering students in the Datatel system will still have access to transcripts in the SUN system.

- All nine-month employees will begin training on August 14 (Convocation Day) and August 15 (Professional Development Day).

Technology Update:

Susan Vaughn reported the following:

- Eric Miller has accepted a new position at Portland Community College in Oregon.
- The Blackboard server is being replaced and has been ordered.
- At this point, until a Distance Learner Coordinator is named, Tim Greene will be the lead person responsible for the technical support of the distance learning; Marisa Sudano will do the training; and Curtis Vance will continue to be involved in developing programs at Polk Campus.
- The problem with the GroupWise situation is being resolved. They have a relative permanent solution in that they are hoping to replace the equipment and upgrade the software.

Roundtables:

The following roundtables are scheduled for spring semester:

- Structured Controversy
February 1, 2006, at 2:30p.m., Business Sciences – Blue Room
- Jigsawing Your Way Through Cooperative Learning
February 21, 2006, at 10:00a.m., Business Sciences – Blue Room
- Hybrid Courses – An Introduction to the Concept and How to get Started
March 21, 2006, at 2:30p.m., Business Sciences – Room 125

The latest addition to the roundtable is “Information Security on Computer Security” tentatively scheduled for April.

Meeting Schedule:

Wednesday, March 8 at 2:15pm in the Blue Room
Wednesday, April 12 at 2:15pm in the Blue Room