

**Academic Leadership Council**  
**MINUTES**  
**September 22, 2008, 8:30 – 9:30am**  
**MCCS Board Room**

Attendees: Sandra Beck, Peter Biegel, BJ Hausman, Linda Fife, Neil Henning, Kimberly Hardy, Jim Simpson, Rick Nelson, Sandra Willis, Dana Thomas, Julie Giuliani, Charles Smires, Judy Staver, Bill Davis, Margo Martin, Sherry David, Michael Reiner, Michael Reynolds, Melissa Chandler, Stefanie Waschull.

1. Welcome and Introductions

Kimberly Hardy welcomed the group and introductions were made.

2. Review of new ALC structure

Kim gave a brief overview of the new ALC Structure. Membership will consist of three components: Executive Committee, Academic Leadership Council, and working groups. Kim also discussed the process for agenda items and minutes, the meeting schedule, and the Blackboard community.

3. ALC Goals

a. Academic Administrative Plan (13 Goals)

The goals of the Academic Administrative Plan were discussed and Jim Simpson noted that additional revisions have already been made. He will make the revisions and send the revised plan out as soon as he has completed this.

Kim shared the priorities that the Executive Committee had identified. These included:

- #6. Increase the Level of Effectiveness of the College Schedule Each Semester
- #7. Increase Enrollment & Improve Student Recruitment, Registration, Conversion and Enrollment Services
- #9. Improve Student Retention Rates

Based on discussion of these, several suggestions were made on how to address some of the concerns identified in these goals. These included:

- Examine the course schedules in order to schedule classes more effectively, which also could have an impact on retention.
- Consider implementing a requirement that every new student enroll in SLS 1103, as part of the new state college structure. Also consider expanding this course to include some of the College's orientation pieces. This will assist with improving success and retention rates.

- Require advising after a certain number of credit hours, which will assist with enrollment, registration, and retention.

It was suggested that the ALC form several working groups based on these initiatives. The Executive Committee will review these at the next meeting.

- b. BAS issues and concerns (BAS Coordination Council)  
Jim Simpson reviewed the handout regarding the proposed Coordination Council. Kim expressed to the group the importance of identifying issues and concerns that will affect each area as we move to implement the BAS degrees. This will be one of the focus areas for the upcoming academic year.
- c. State College transition issues and concerns  
Kim expressed to the group the importance of identifying issues and concerns that will affect each area as we move to transition to a state college. This will be one of the focus areas for the upcoming academic year.
- d. Faculty Evaluations  
Julie Giuliani and Charles Smires encouraged the ALC to review practices associated with faculty evaluation.

The Executive Committee will review these at the next meeting and form several working groups based on these suggested initiatives.

#### 4. Other Business

Peter Biegel suggested that ALC members alert staff to e-mail him with any problems with the process for encoded classes.

The meeting was adjourned at 9:30 a.m.