Instructional Council Meeting
Agenda

Thursday, March 20, 2008

Present: Kathleen Hall  Carol Bates  Linda Miller
Otis Thames  Cornelia Miller  Al Bennett
Carolyn Woods  Ann Mantel  David Willis
Maurice Moore  Lyn Gill  Mary Beth Lancaster

Absent: Jeffrey Faust  Robin Sessions

* 2007 College Accountability Performance Profile (CAPP)
Dean Hall gave a brief update on CAPP. She provided a PowerPoint presentation which showed JDCC's CAPP percentages as well as a range of the state wide percentages.

* QEP/SACS Update
Dr. Bates updated the committee on the QEP. The QEP will be focused on improving student learning with a specific focus on Math and the high risk MTH 098, MTH 100, and MTH112 courses. The Leadership Committee approved a definition of student learning and developed a QEP Math slogan that will be presented to the Executive Council for approval. The Compliance Document has been submitted to the SACS off-site team. The SACS visit will be in October 2008.

* Solicitation of Vendors
All college employees will follow the Chancellor's directive concerning the solicitation of vendors. Student organizations are allowed to accept donations. There was discussion about money being raised by student organizations that may be used for student trips instead of donated to charity.

* Graduation – Monday, May 12
Speaker – Mike Tedder

* Member Reports
Maurice Moore noted that student activities are accelerating. A blood drive will be held on the Brewton Campus on April 15. There have been a large number of student activities on campus to raise money for Relay for Life. Guitar hero raised about $370. SGA will sponsor a car wash in April; also in April SGA will host the Best Cake in town competition. Dean Hall said that Ann Lambert and the Student Nursing Club have earned national recognition for the Backpack for Kids project; Ann Lambert will travel to Philadelphia in April for recognition at the NCIA Academy. The Diversity Council is now participating with student organizations.

Linda Miller announced that Jan House will retire at the end of Spring Semester 2008. Huntingdon students are returning to JDCC for classes needed before starting the Huntingdon business program. PBL has raffled off a couple of baskets this semester including Valentine's and Easter. There are currently six business/social science courses online including the most recent PSY210 and OAD200. Carolyn Woods will take Jan House's place in sponsoring the Baptist Campus Ministries for the Atmore campus.

Lyn Gill announced how well the PTK students did at the Regional Tournament in Birmingham. Terry Norris sponsors the Baptist Campus Ministries held each Friday on the Brewton Campus. Sharon Peacock assisted with the Guitar Hero competition to help support Relay for Life. Through the help of the Honors program, $970 has been raised with different events for Relay for Life. A mile of pennies, another fundraiser, has been scheduled for April.

Otis Thames announced there is a new Plumbing Program at the prison. It will be an 8 week non-credit training course. Cornelia Miller was hired as the new Adult Education Director. The technical division is in need of a male instructor to teach ENG inside the prisons. The AUM and ABR programs are being reviewed. CAB and CFS are going through curriculum revision. Correctional Graduation will be the morning of May 12.

Cornelia Miller announced that Joann Dailey, the current ESL instructor, has become certified for the BEST Plus assessment
testing for ESL. Randall Barnett is the temporary Adult Ed. Instructor at Holman.

Al Bennett is now spending more of his time working with Workforce Development. He has Excel classes scheduled for PCI Gaming and Poarch employees. Mary Beth Lancaster will be teaching a class on professional image and dress later this spring. Jan House has agreed to help teach workforce development courses part-time beginning in the summer. Workforce Development and the Extension Service have teamed up with a computer grant; the college will be teaching computer classes to area residents during the year. GP employees are undergoing multi-skill testing. We will train GP employees in weak skill areas after testing is complete. Al is working on a proposal for Austal in Mobile.

Carolyn Woods will begin dual enrollment testing March 27. She also provided GED test results from April 2007 to February 2008. During this time, the following results were reported: New Testers ~ Atmore-65, Brewton-73, Fountain-33, Holman-22 and Work Release-1; Certificates Issued ~ Atmore-41, Brewton-45, Fountain-26, Holman-18. The certificates issued are new testers and re-testers combined.

Ann Mantel discussed the nursing NLN-AC accreditation review. The self study report will be submitted the first week of December. She would like to schedule a meeting with all general education faculty prior to the review to talk about curriculum. The date of May 12 was discussed. The NUR five-year college program review will take place on April 14 during the Curriculum Committee meeting. Nursing students are still preparing back packs for kids and collecting aluminum pop tops for the Ronald McDonald house. She announced that three faculty members will be retiring within the next few years. Nursing currently has approximately 170 students. Nursing pinning will be May 6 at 6:00 pm. There are 30 students expected to graduate. Ann also asked about funding of printer cartridges.

Mary Beth Lancaster announced that David Willis will begin an Online Literary Magazine. Deborah Albritton continues to publish the Warhawk Word. World Literature I and II will be offered this
summer. Starting Spring 2009 it is expected that the college will no longer offer English Literature I or II. Dr. Willis has developed the ENG102 online class. Out of six Humanity classes taught by the college, currently five of them are taught online. It was noted that the English lab should be kept locked when instructors are not using the lab. Students should go to the Library for any extra printing. Adjuncts can call the Library to have Mr. Moore paged if the door to the lab needs opening.

With no further discussions, meeting adjourned.

Respectfully submitted,
Kelly Stanford