Council of Chairs

October 14, 2020

Present: Trisha Folds-Bennett, Amelia Harris, Bryan Hoyt, Amy Clark, Robin Woodard, Brandy McCarroll, Tom Costa, Jacob Somervell, Andy Cox, Michael McNulty, Scott Bevins

1. **Updates:**
2. Grades are due by the end of the week for Block A. Students will not be able to see their grades until Friday.
3. Trisha is reviewing students who request to take more than 2 classes in Block B.
4. COVID Testing: As soon as you get a positive result, you should contact Stephanie Perry. It is required that you report your result to HR. Stephanie will start the process of contact tracing on campus. If a student tests positive, they are required to contact Josh Justice.
5. If a student says they are quarantining then they need to submit a request for remote accommodation. At this time, each faculty member can use their attendance policy.
6. Narda is putting the absence memo process in place, but it is not up yet.
7. **Budget:**
8. We are $50,000 over budget for adjuncts/overloads at this time. We must consider history of classes, consider professor, how many students are taking the course – is it worth it? This is not unusual at this time, but we must rectify overspending and stick to our budget.
9. How can we justify number of adjuncts/overloads/faculty with steep declines in enrollment?
10. We have to make sure we have solid arguments as to why we need an increase in this budget.
11. **Discussion:**
12. Should we consider more online courses?
13. Consider different programs i.e. – health science
14. Flexibility has to be up front – consider summer as third semester, faculty pick 2 out of 3 terms for teaching them?
15. If we develop online courses or programs it will have to be something that distinguishes us from other institutions
16. Should we consider cutting things and reinvesting/focusing on few things?
17. If we changed the mix of programs, how would we go about doing that?
18. Must really think about accessibility – bring in new (maybe nontraditional) population?
19. Mission Statement will go before faculty senate today.
20. **Strategic Planning:**
21. Strategic Objective #1: Re-Imagining of the Curricular Structure and Core Requirements

Purposeful pathways – to make sure students have the support and mentoring they need. This will give them an individualized experience.

1. Strategic Objective #2: Alignment of Program Portfolio with Institutional Mission, Student Demand, and Regional Need
2. Strategic Objective #3: Investment in Faculty and Staff Recruitment and Development Necessary to Achieve Educational Excellence at the Institutional Level and Professional Growth at the Individual Level
3. Strategic Objective #4: Building of a Data-Informed Student Recruitment and Retention Model
4. Strategic Objective #5: Updating and Restructuring of Management Systems, Policies, and Processes to Ensure Sufficient Resources and Efficient Use of Resources to Address Programmatic Needs and Achieve Educational Excellence
5. Chairs would like to have more data from marketing and enrollment departments. We will ask them to attend an upcoming meeting and give updates.
6. **Spring Schedule:**
7. Trisha has sent schedules you submitted to her to Narda. For courses you have requested adjuncts or overloads – Narda will not open seats until Trisha can follow up with each chair.
8. Students need to go ahead and register for spring ASAP. Chairs need to reach out to their majors. Trisha will follow up with Stephanie Shell for those who have not declared.