

Instructional Council Meeting

Minutes of April 3, 2008

The Instructional Council met on Thursday, April 3, 2008 on the Ozarka College campus in Melbourne. Members present were Mike DeLong, Kathryn Langston, Mary Ellen Hawkins, Michael Orf, Rex Whitfield, Judy Cannady, James Spurlock, Gin Brown and Karen Overturf. Those absent were Wayne Wilson and Ruby Johnson.

Mike DeLong called the meeting to order at 8:30 a.m. Minutes of the last meeting were reviewed. Motion was made by Judy Cannady to approve minutes as written with a second by Kathryn Langston. Minutes were approved.

Semester “How goes it”—

- There have been some issues about the deadlines for getting into the nursing program; information needs to be more easily found on Website, catalog, etc.
- Need to find a way to track where students are going after graduation (work, 4-year College, etc.)

Assessment—

- Arkansas Association for Collegiate Learning workshop on April 22 @ ATU, more information was emailed to everyone
- Mike DeLong reminded everyone that they can post their own assessment forms, they don't have to send them all to him

Budgets—

- Budgets need to be cut further, everyone needs to look at their budgets and ask only for what they need not necessarily what they want

Division Restructuring—

- With Judy Cannady and Rex Whitfield stepping down from their Division Chair positions there is the proposal for 4 Chairs instead of 5
- The Math, Science and Education Division Chair will be an internal hire
- This will be an 11 month position
- Still ironing out the details for hours worked, summer schedule, etc.
- Chairs will be doing the Professional Reviews for their divisions

Schedule—

- Gin Brown pointed out some schedule changes that needed to be done for the Mountain View campus

Book Orders—

- Need to use books we already have before ordering new ones
- Need to check if new editions are coming out and let Laretta know so she can send old books back to be refunded
- There were questions about selling used books through the bookstore; Pell would then pay for the books which would help the students out. Mike DeLong will talk to Administrative Council about it

Roundtable—

Gin Brown-

- Donna York has been hired as the new full-time secretary and Kellie Traylor is the new work-study at the Mountain View campus
- Gin will be attending the ArkACRO and CODA meetings in Little Rock from April 10-13
- Reminder of the Ozark Folk Festival on April 18-19
- Reminded everyone of the music concert for the Jean Jennings Endowment on April 5 at the Ozark Folk Center

Mike DeLong-

- The search committees for the English and Science instructors are getting ready to start the interview process on these positions.

Mary Ellen Hawkins—

- April 14-18 is National Library Week

Karen Overturf-

- This semesters classroom evaluations are ready to hand out, if you haven't already picked them up please do so

Michael Orf-

- This has been a rough semester with the bad weather, etc. and the worst semester for absences

James Spurlock-

- Building construction going well
- Getting ready for COMPASS testing, etc. to get ready for a new semester

The meeting was then adjourned at 10:00 a.m.

Minutes respectfully submitted by:

Karen Overturf