

Instructional Council Meeting
Minutes of September 20, 2007

The Instructional Council met on Thursday, September 20, 2007 on Ozarka College campus in Melbourne. Members present were Mike DeLong, Kathryn Langston, Judy Cannady, Mary Ellen Hawkins, Michael Orf, Rex Whitfield, James Spurlock, Gin Brown, Stacy Dale sitting in for Ruby Johnson and Wanda McConnaughay sitting in for Karen Overturf. Absent from the meeting was Wayne Wilson.

Mike DeLong called the meeting to order at 8:35 a.m. Minutes of the last meeting were reviewed. Motion was made by Kathryn Langston to approve minutes as written with a second by Mary Ellen Hawkins. Minutes were approved.

COURIER

There was some discussion on getting a courier to carry mail to the different campuses. Judy Cannady mentioned Marty Sellars had offered FNBC's courier, however Dr. DeLong mentioned that is not an option because the bank is going paperless. Another suggestion was having Maintenance deliver it to both campuses and while Maintenance is there have them fix maintenance problems. Gin Brown suggested having a list made up before hand as to what needs fixing to save time.

ASSESSMENT

Dr. DeLong wanted to know what was being done as far as assessment was concerned. The Council brought up a discussion about an assessment form, CATs (Classroom Assessment Techniques) and what might it include. Suggestions included: instructors name, course number, materials, AB facilities, lectures, mudding or "What would help me learn more." The cost of CAT books was discussed and it was suggested that maybe they should purchase two for the Melbourne campus library and one book on the Mtn. View and Ash Flat campus.

SCHEDULING

Dr. DeLong would like the Division chairs along with him and Karen Overturf to meet the week of September 24 to discuss scheduling. Dr. Johnston was impressed with how many night classes we had this semester, and would like to place close attention to night classes for the spring. Judy Cannady suggested the nursing instructors might change their classroom meeting from M-Tu to M-W to open up more classrooms and change their clinicals to different days if possible.

Hybrid Classes were brought up and it was mentioned that if we offer hybrid classes that the instructor needs to let students know that these classes are fast track. If Ozarka had some hybrid classes would open up more classrooms and would best work on Tu-Th. Council needs to come up with what classes would work best. Judy thought that Arts and Humanities would work better than Science and Math.

In the Spring there will be a Comp II class offered online and Comp I will be ready in the Fall; however there is still work to be done before we can offer AA online.

DR. DELONG

- No administrative updates
- Board meeting tonight
- Gourmet night is tonight
- Reminder of AATYC on October 14-16 – Ozarka will be represented in the talent by Dr. Delong, Ruby Johnson and Karla Rush.
- Ash Flat and Mtn. View need to move on the secretary positions

ROUND TABLE

Michael Orf-letters were sent out to the local sheriffs for the CJL program and have received replies back from two.

James Spurlock-have some maintenance problems at Ash Flat and had the Stone County Arts Fair on campus and did not have the turnout that they had last year, but a lot of things were going on at the same time.

Mary Ellen Hawkins-library traffic is up because of the College Success class. Data search is up also.

Gin Brown-will be at Greers Ferry High School with nieces and will be attending ArkACRAO next week and has decided to continue serving as ArkACRAO secretary. Twenty five students and their parents signed up for the Stone County Youth Leadership. Stone County Fair had a lot of traffic because of the LPN students giving blood pressure checks. Remember “Coffee at the College” on the 28th of September. Netta Gilbert Scholarship lacks \$700 being fully funded.

Judy Cannady- in Arts and Humanities the drama club will be presenting “The Lion, the Witch and the Wardrobe” on Thursday, October 18 at 10:00 a.m. Cost will be \$2.00 for students and anyone who works at Ozarka gets in free. There will be only two plays this year. Two of the College Success instructors suggested to have had Joyce Goff come in and do a presentation right before the Pell grants come out so she could tell the new students what to expect and make sure they don’t just take the money and run.

Kathryn Langston- giving bonus points for attendance have helped with attendance.

Rex Whitfield – wanted to clear up when Instructional Council met (first and third Thursday at 8:30). Also wants to write a proposal for a full time science instructor, because of the increase of nursing students we need more science classes. Gin Brown and James Spurlock seconded the idea. Rex wanted to know if there is a set structure on how to present the proposal. Dr. Delong mentioned that the state dictates how many people the college is able to hire. Dr. Delong gave the go ahead to start the process. Rex

mentioned that he needs an instructor for a Fundamentals of Algebra and on the Ash Flat campus a P.E. teacher.

In closing, Dr. DeLong mention an ad to advertise for adjuncts is being sent out either today or Friday. Also, he will be submitting a Technical Certificate for Health Professions and Technical Certificate in Childhood Education.

Meeting adjourned at 9:30 a.m.

Minutes taken by:
Wanda McConnaughay