

Instructional Council Meeting

Minutes of May 3, 2007

The Instructional Council met on Thursday, May 3, 2007 on the Ozarka College campus in Melbourne. Members present were Mike DeLong, Alison DeLong sitting in for Ruby Johnson, Judy Cannady, Gin Brown, Mary Ellen Hawkins, Michael Orf, Sandra Miller sitting in for Wayne Wilson and Karen Overturf. Those absent were Rex Whitfield, Kathryn Langston and James Spurlock.

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

First item on the agenda was book orders—where are we, have all book orders for summer been turned in, etc. Also all information for classes (syllabus, books required, etc.) need to be updated in My Ozarka by May 25th. Orientation for the online classes is being changed to May 29th.

The catalog has still not arrived but should be here anytime. Also, the printed fall schedules should be here today and will be ready for distribution.

It time again for voting for the AATYC outstanding faculty and staff. Scott Pinkston will again post the information online for everyone to vote.

Summer division chair hours were discussed. Zeda Wilkerson, Admissions Officer has sent out information about registration days and time. All chairs are to be here on those days.

Assessment—there is need to set a division chair meeting to discuss objective and outcome measures on syllabi and the tools that will be used to meet these goals.

Administrative Council update—(1) discussed tuition and fees paid for those employees attending classes; (2) fitness center fee for summer \$25; (3) culinary arts is expanding to Room C120 and will be having more gourmet nights offered; (4) everyone will be going to the 26 pay period per year; (5) AATYC Academic all-stars, the students must apply then the faculty votes; (6) May 11 Administration will be temporarily moving out of the front offices for painting and laying new carpet.

Roundtable—(1) Karen reports all end of program tests and evaluations for the semester are finished; (2) Wayne reports that there are 193 GED students graduating, student with the highest score statewide for GED test was an Ozarka student; (3) Judy reports that the college success and online classes are going well; (4) Gin told us that Cheri McKee-McSwain had a “coffeehouse” for her English classes on the Mountain View campus that was enjoyed by all. She also reported that the colleges float won 2nd in the division at the Folk Festival in Mountain View. Gin also met with the community resource council about possible scholarship funds being donated. Also, Mountain View HS is interested in a vocational center and June 3rd is the scheduled date for the golf tournament in Mountain View. (5) Mary Ellen says the summer hours for the library are 7:00 a.m. – 5:30 p.m., she also reports there is lots of testing going on getting ready for the end of the semester; (6) Michael Orf reports that they are interviewing for the social science position,

the person they hire will begin teaching in the fall. (7) Alison reports that with the capping and pinning of the LPN graduates last week we have 20 students going into the senior class and 19 going into the junior class. Ruby is at an ARNEC meeting today and there will be ARNEC classes taught this summer. Tomorrow there will be interviews for the Allied Health (Partner's for Care) position.

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

Minutes respectfully submitted by,
Karen Overturf