

Academic Leadership
Minutes - September 4, 2018
STEM Conference Room, TE126B

Present: Linda Salazar, Lita Bernal, Jessica McGee, Rolando Rael, Francisco Apodaca, Brenda Ortega, Dr. Sharon Lalla, Maxine Hughes, Joseph Salas and Amanda Tapia (substitute Liaison)

The meeting was called to order at 10:02 a.m.

Jessica McGee was welcomed as the new Trades Director

Approval of Minutes.

- Jessica McGee entertained a motion to approve the minutes with minor corrections; it was seconded by Joe Salas.

Approval of Agenda.

- Maxine Hughes entertained a motion to approve the Agenda as presented; it was seconded by Jessica McGee.

Tested Experience.

- A policy has been developed and gone through Faculty Senate. The tested experience forms are to assure instructors are qualified to teach. Full-time faculty must have a Master's degree in the related field and adjunct faculty who do not fall under a Bachelor's or Master's degree can use tested experience. Make them verified through Human Resources Office and on file before they are placed on the schedule; this will avoid having to cancel classes. The rationale is to make sure they qualify to teach.

Fred Pryor Training.

- Everyone should have received their invitation from Pryor Seminars. Due to PDP costs everyone will travel together on a Luna car to and from each seminar.

Program Review.

- Course evidence is required; there are two things to look at for faculty assessment.

Budget.

- Adjunct faculty position was raised 10% - this needs to be included in the budget.

Shared Governance.

- Will meet tomorrow (Wednesday, September 5, 2018) Due to lack of faculty participation, there has not been a meeting for two months.

Faculty Senate

- Met in August. Faculty Senate Present was Jessica McGee and now Kenneth Bachicha is the new President. There are currently some position vacancies - individuals must be nominated for the position.

Retention and Completion.

- Assure there is involvement with admissions and work with advisement.

Strategic Planning & Instructional Analysis.

- They have not met recently, however Focus groups have met with faculty, staff, directors and the Board. Still need to meet with stakeholders - will have a meeting soon. The goal is to have a plan approved in December.

Department Updates

- Brenda Ortega - Education
 - Enrollment increased.
 - President Ricky Serna is teaching a class.
 - Everything is going well in the day- care.
- Francisco Apodaca - STEM
 - Has many grants going
 - Robot institute is taking place in Springer this Saturday and Santa Rosa next Saturday. We are teaching students how to assemble the robots. Upcoming robot institute will take place in Las Vegas with our local schools.
- Linda Salazar - LRC
 - Checking out textbooks
 - Informing students of what the library has to assist them.
 - Scheduling tours to Humanities, however there have been few requests for tours.
- Jessica McGee - Vocations
 - Meeting with Vocations faculty about their needs and becoming familiar with their areas.
 - Will have monthly department meetings.
 - Collision Repair is up and running.
- Rolando Rael - Allied Health
 - Student enrollment at 110 - some interested in going into the Nursing program.
 - Dental enrollment is low.
 - Courses are doing well, but low numbers,
 - Not able to hire another faculty member.
 - Redoing the degree for the core from eight to twelve; added more electives.
- Maxine Hughes - Nursing
 - Need to increase to that level to bring the student to that level. Faculty doing well, have one that is out.
- Joe Salas - Satellites
 - Student enrollment is good.
 - There's more community members interested in learning how to use the satellites
 - Everything is on-line now.

Other

- There was discussion on the 115 students (are they freshman, athletes, Pecos students?). Is their student advisement information being updated in the portal?
- Francisco Apodaca and Dr. Sharon Lalla were approved for a sponsorship through AASU, Chicago in October.

- The three Full - time faculty who do not have a full load will assist in the creation of a flyer to inform students about LCC. They will work on ideas on marketing LCC and outreach to the community.
- Dr. Lalla is reaching out to NMICC NM School Provosts to share information and discuss what other NMICC schools are doing to grow their programs.

The meeting adjourned at 12:06 p.m.