



Academic Leadership
Minutes
Wednesday, July 2, 2019, 2:30 pm
STEM Classroom, TE126B

Present: Maxine Hughes, Lita Bernal, Dr. Anita Roybal, Francisco Apodaca, Linda Salazar, Joseph Salas and Mary Duran (Liaison)

Call Meeting to Order.

Maxine Hughes called the meeting to order at 3:10 pm

Approval of Agenda.

Francisco Apodaca entertained a motion to approve the agenda as presented; it was seconded by Dr. Anita Roybal. All were in agreement; Motion carried

Approval of Minutes - June 4, 2019.

Francisco Apodaca entertained a motion to approve the minutes with a few minor Corrections; it was seconded by Lita Bernal. All were in agreement; Motion carried.

Old Business

Acceptance of Academic Leadership Committee Bylaws

Dr. Anita Roybal entertained a motion to accept the Academic Leadership Bylaws with a few minor corrections; it was seconded by Linda Salazar. All were in agreement; Motion carried.

New Business

Graduate Surveys

President Rolando Rael suggested that the Academic Departments send out a survey through the Monkey survey program to the LCC graduates for Criterion 4. There was some discussion on the issue. Francisco Apodaca entertained a motion the item for further discussion and until an IR Director is hired; it was seconded by Lita Bernal. All were in agreement; Motion carried.

Course Scheduling Process.

President Rolando Rael requested that he Academic Directors improve on the cancellation of classes. Dr. Roybal entertained a motion to table item and revisit with Faculty Senate representative and Registrar Henrietta. It was also suggested that the Academic Directors bring with them their Spring 2020/Fall 2020 class schedules; It was seconded by Joseph Salas. All were in agreement; Motion carried.

Role of Athletic Directors in Academic Leadership.

There was a short discussion on Athletic Directors being invited to participate in the Academic Leadership Committee. Francisco Apodaca entertained a motion to table the item until a Vice President of Academics is hired; it was seconded by Lita Bernal. All were in agreement; Motion carried.

Election of Officers

There were a few nominations, but no action was taken. Francisco Apodaca entertained a motion to defer Vice-Chair elections until next meeting; it was seconded by Lita Bernal. It was voted by acclamation; Motion carried.

Maxine Hughes volunteered to continue as Chair.

Shared Governance Report.

The group will vote on a Shared Governance representative at the next scheduled meeting.

Department Reports

Francisco Apodaca reported the following:

- The summer program begins next week with fifty (50) students
- Next week will form 10 teams of 5 kids each. Each team will be given clues to give to students
- The summer program will send on August 9, and we will have an end-of-summer bbq, 11 am, outside cafeteria - patio area.
- Announced that he is the Interim Allied Health Director.
- He is need of instructors for the following areas: Chemical Science, Micro-Biology, Physical Science, Dental Assisting, and Anatomy & Physiology I/II

Dr. Roybal reported the following

- She is working on staffing her department; there are people who have left and need to be replaced, such as Online-instructor for Music class. She also noted the need for change of the hiring process.

Lita reported the following:

- She passed the Peer-Reviewer class, however nothing can be done without a master reviewer.
- She needs an accounting instructor.
- Need to meet with Francisco to discuss CSA and BCIS1110 and needs to cancel meeting request with consortiums committee.

Linda Salazar reported the following:

- Asked that if instructors need materials for classes to send them to see her.

Maxine Hughes reported the following

- The Nursing program has accepted nineteen (19) students, however they still need to return their letters of acceptance. Half of them have already done so.
- Will get Nursing Handbook approved on the 9th by the Board of Trustees.

- The Nursing Department has had students in and out for Fall 2019 advisement.

Joseph Salas noted - nothing new this summer.

Meeting Date, time and Place.

Tuesday, August 6, 2019, 10:00 am - 12:00 noon (tentative), STEM Conference room.

Adjourn.

Maxine Hughes adjourned meeting at 4:30 p.m.