

ACADEMIC COUNCIL MEETING MINUTES
Friday, September 23, 2016
Interactive Video Classrooms
Vernon Campus and Century City Campus

Present: Dr. Gary Don Harkey, Dean of Instructional Services, Chair; Dr. Brad Beauchamp, Mathematics; Sherrie Denham, Director of Vocational Nursing/Health Careers; Shana Drury, Associate Dean of Instructional Services; Christina Feldman, Director of Continuing Education; Greg Fowler, Criminal Justice/Division Chair Behavioral & Social Sciences; Marian Grona, Director of Library Services; Kristin Harris, Associate Dean of Student Services; Joe Hite, Dean of Admissions & Financial Aid/Registrar. Mark Holcomb, Industrial Automation Systems/Division Chair Information & Technology; Bettye Hutchins, History/Faculty Senate Representative; Joe Johnston, English/Division Chair Communications; Melissa Moore, Early College Start Coordinator; Mary Rivard, Director of Associate Degree Nursing; Jason Scheller, History/Faculty Senate Representative; and Paula Whitman, Mathematics/Division Chair Mathematics & Science.

Guests: Dr. Dusty Johnston, President and Betsy Harkey, Director of Institutional Effectiveness;

I. Old Business

A. Approval of Minutes

Dr. Harkey suggested to committee members that the May 6 minutes be revised to better explain the origin of the motions presented to Academic Council. Recommendations are made by the program advisory committees and faculty but are often presented by a member of the Academic Council Committee. Another recommendation was to include the committee members and faculty titles in the minutes. Shana Drury motioned to accept the May 6, 2016 minutes with these revisions, seconded by Sherrie Denham. The motion passed unanimously.

II. Other

A. Substantive Change Policy

Betsy Harkey gave an overview of the Substantive Change Policy. The policy includes approximately 26 topical areas including but not limited to: 1) course and degree offerings; 2) instructional locations; and 3) the college's mission statement, governance and legal status. Betsy explained that approval from Academic Council and College Effectiveness Committee and the Board of Trustees precedes notification to SACSCOC. Failure to follow the substantive change policy and procedures could result in loss of Title IV funding or the requirement to reimburse money received. The process of receiving final approval can take up to 6 months.

B. Burkburnett ISD Dual Credit Course Offerings

Dr. Harkey reminded council members that SACSCOC requires notification of any instructional location that will offer 25-49% of a certificate or degree. Fifteen semester hours of coursework reaches the 25% threshold for A.A., A.S. and A.A.T. degrees. Administrators at Burkburnett ISD have expressed interest in expanding their participation in dual credit during the 2017-18 academic year and a potential may exist for a student to get 25-49% of an A.A., A.S., or A.A.T. degree on site. Jason Scheller made a motion to notify SACSCOC of the institutions' intent to offer 25%-49% of the

AS, AA, and AAT degrees on site at Burkburnett ISD. Greg Fowler seconded the motion and committee members voted unanimously in approval.

- C.** Dr. Johnston expressed his appreciation to employees participating in college committees. Receiving input from a broad spectrum of the college's employees is valuable as programs, policies and procedures are reviewed. Dr. Johnston mentioned the Vernon College Effectiveness Questionnaire that was posted on the college website. Results of the questionnaire will be referenced during numerous meetings and will provide documentation for SACSCOC reports.
- D.** Dr. Harkey announced that Vernon College has voluntarily and temporarily withdrawn its request for CoAEMSP accreditation of the Emergency Medical Services Paramedic Program. Paul Vogt has been hired as the new program director and is currently reviewing program strengths and weaknesses and implementing improvements which will help to prepare the college to seek full accreditation and reinstate the Paramedic program as quickly as possible. There are currently 19 students enrolled in EMT and 10 students enrolled in Advanced EMT courses.
- E.** The next Academic Council meeting will be 11:00 a.m. Friday, October 28, 2016 in ITV Classrooms VER204 and CCC712.

III. Adjourn

Greg Fowler motioned to adjourn seconded by Bettye Hutchins and unanimously approved.