



## Academic Planning Council

### Business & Scheduling Meeting

September 13, 2019

8:30 – 11:00 am

**OC-116**

Present: Ms. Melissa Bader (co-chair), Mr. Peter Boelman, Mr. James Finley, Dr. Marshall Fulbright (co-chair), Mr. Kim Kamerin, Mr. John Moore, Mrs. Ana-Marie Olaerts, Dr. Jason Parks (co-chair), Mr. Bob Prior, Dr. Stanley Tyler, Ms. Patricia Worsham, Mr. Tim Wallstrom, Dr. Gail Zwart

Visiting: Ms. Susan Boling, Dr. Sam Lee, Dr. Tenisha James, Ms. Erin Spurbeck

A. Welcome

Ms. Bader welcomed everyone

B. Approval of Minutes

Motion to approve minutes from May 11, 2019: Dr. Gray/Kamerin Approved. Three Abstentions.

C. Discussion on Standing Committee & Dean's Reports

1. Academic Senate- See Attached- M. Bader
2. ISPC- See Attached- See Attached M. Bader
3. District Enrollment Management-No report- M. Bader
4. Program Review Committee-No report- Dr. Gray
5. CTA- See Attached- Boelman
6. Deans' Report(s)- See Attached- Dr. Fulbright

D. Action Items

1. Delegating Flex Approval to PDC- Zwart/Mulari Approved
  - a. Large group activities- PDC
  - b. Individual- approval by department chair
2. Approval of New Faculty Hiring Prioritization Application and Rubric- M. Bader, Dr. Parks, Dr. Fulbright
  - a. Moving forward with Rubric for this hiring cycle

E. Information Items

1. Associate Faculty Hiring Fair and Extended Leaves
  - a. Hiring Fair November 1<sup>st</sup>
  - b. Teaching Demo request by October 14
2. Adjunct Faculty
  - a. All Part Time faculty gets (Extended Leave) 5 months paid leave at ½ pay
  - b. Baby bonding leave 12 weeks had to have worked 1 year prior/ 2 primary terms

3. Faculty Evaluations
  - a. Student evals going electronic for Math Dept ONLY
4. EduNav Presentation- Dr. James (See attached)

F. Discussion Items

1. Enrollment Management- Parks
  - a. Data for Every student that's enrolled at NC
  - b. Asking disciplines to host lunch meetings for students in those majors to attend
2. Women's Conference Oct. 4<sup>th</sup>
3. District Strategic Plan will be coming from M. Bader on a link

G. Good of the order 11:10 am

**Next Meeting**  
Business Meeting  
October 11, 2019  
8:30 – 11:00 am