**Academic Division Meeting**

**Friday, November 9, 2012**

**Room F117-1**

**1:30pm**

Meeting called to order by Phil Mayer

**Dean’s Report**:

 Announcements

* As of January 2013, there will be changes in the IT helpline for students. Kem Barfield/Ed Tech will be looking for any issues that are of concern.
* Blackboard Maintenance Window (downtime) has been set for Friday evenings between 6:oo p.m.-10:00 p.m., CSU data used to make decision.
* Online Course Evaluations released; time frame is 11/5-11/30. Please remind students to use this opportunity to complete course evaluations.
* Change in grade designation (N grade) for this fall. An email was sent out by Dean Branchini noting that the N-grade denotes there is no basis to grade from. Please spread the word. If there are any questions, check with Christine Languth for clarification.
* Dave Ferreira will be updating the Division later in this meeting regarding PA12-40.
* Transfer Articulation Policy (TAP) update – Implementation date is May 2013. Should hear more next week.
* Equipment priority update requests are being distributed to Department Chairs. There is some bonding $ left; requests need to be for $1,000 or more, we don’t want to lose this money. Department Chairs will have their list and will share w/input from department .
* Two searches have been reopened – A&P tenure-track faculty and Manufacturing Engineering Technology position (created by System Office through a special program emphasized by the State). If anyone is interested in serving on either Search Committee, please let Dean Branchini know.
* NEASC – We received good reports about the staff and programming. Dean Branchini would like to hear what the faculty has to say about concerns noted. Hope faculty will stick around to discuss or come to her office.

**SB40 Update:**  David Ferreira noted that any updates from meetings will be posted on the Intranet under PA 1240 Information.

There will be four Regional Readiness Centers located on campus for students who fall below the threshold who will be enrolled in the “escape valve” courses. TRCC representatives on the Regional Readiness Center Advisory committee consisting of Quinebaug Valley Community College, Eastern Connecticut State University, are Deans Branchini, Edwards, Marcie Burch, Roxanne Tisch and Dave Ferreira. They are currently working on developing curriculum for Math and English for the intensive/embedded courses using common course standards and what is already in place.

Cannot use Financial Aid for “Escape Valve” students; they will most likely go through Continuing Education. Students in the “Intensive/Embedded” courses will be able to use financial aid for developmental courses for one semester, not repeatable.

Faculty needs to determine how the new curriculum will be affected by pre-requisites and at what level do they want the pre-requisites? Will entertain any questions/concerns after the meeting. Dave noted that he will also be happy to meet one-on-one with any faculty members or departments.

**TRCC Foundation:** Betty Baillargeon

Betty took this opportunity to introduce herself and explain that the purpose of the Foundation is to raise funds to support the college. Last year, they raised $50,000. The Foundation is in need of volunteer support. Corporate sponsors invest in the college. The Annual Appeal will be coming up shortly and they are looking for volunteers to help distribute pledge cards. Betty prefers face-to-face contact which she feels confident will increase participation. If you are interested in volunteering, please see her or Robie Grzyb in the Institutional Advancement Office.

**Announcements:**

Phil Mayer announced that the Connecticut State Employees Capital Campaign is underway. Phil is the Chair for TRCC. We have consistently been number 1 in the Connecticut Community College system for charitable donations. Thank you! Let’s see if we can continue that notable distinction.

Joan Graham noted that now is the time for PTK’s Eligibility Campaign. Emails have been sent to all faculty members to encourage eligible students to join PTK. Application fee is $75.00.

Jennifer DeFrance noted that the Early Childhood Education Club. PHIL….WAITING TO HEAR BACK FROM JEN ON THIS BEFORE WE POST…..

Mike Stutz announced that next Thursday, 11/16 at 1:00 p.m., he and Steve Neufeld will be showing the film, Big Sky, Big Money in the Multi-Purpose Room; please encourage your students to attend.

**Questions/Concerns:**

* A request was made to reinstate Amanda MacTaggart’s position. Dean Goetchius noted that it would not be happening at this time.
* PA 1240 - Leslie Samuelson expressed concern about addressing how students will receive “Fresh Start”.
* Joan Graham - Why is the curriculum regional and not statewide for the Regional Readiness Centers? This is just a pilot to see where it will go.
* How do we measure success level with Regional Readiness program?
* Can’t give financial aid for any courses deemed below 8th grade level.
* Teri Ashton – Are “Escape Valve” courses going to be available online? Not sure yet – all students are not technologically savvy. Need to be able to give that type of help to students. Maybe for 2 weeks or 1 semester/year.
* There is no budget at this time to implement the plan for Escape Valve courses. How will Continuing Education staff teachers for their courses?? Perhaps adjuncts?? It is not a definite that this is going into Continuing Ed.
* Leslie Samuelson – Math standards are higher now in K-12.
* Core Standards are available on TRCC’s **intranet** PA 1240 page.
* Suggest to get students already in developmental sequence through as SU13-FA14 is the pilot timeline.
* Pamela Carroll asked if PA1240 information can be put on the internet. Yes, it is public information.

Meeting adjourned at 2:32 p.m. The next meeting will be on December 14, 2012 at 12:00pm in the MPR.