

## ACADEMIC AFFAIRS STAFF MEETING MINUTES

**Meeting Date:** 2/25/08

**Location:** SSB 315

**Time:** 1:45pm

**Present:**

Lynn Dale  
Mark Roseveare  
Joe Sidlowski  
Rita Melton  
Sandy Winkler  
Edna Howard  
Barbara Wilson  
Sherry Vaughn

**Members Absent:**

Daryl Smith

**Guests:**

Celia Bauss  
Regina Eaker

<b>Item Discussed</b>	<b>Discussion</b>	<b>Committee Action/Recommendations</b>	<b>Status</b>	<b>Follow- Up</b>
<p><i>Key: R = Resolved PR = Partially Resolved I = Information Only CF = Carry Forward</i></p>				
<b>1. Old Business</b>	<p><b><u>CETL Procedures</u></b> The group reviewed 3 [CETL] procedures and minor revisions were made. The remaining procedures will be discussed at the next Academic Staff Meeting.</p> <p><b><u>Procedure V-40.3 – Exemption Credit</u></b> The group discussed revisions to the procedure and Mrs. Vaughn asked the group to review and bring their input to the next Academic Affairs Staff Meeting.</p>		CF  CF	
<b>2. New Business</b>	<p><b><u>MISC Items</u></b> Mrs. Vaughn informed the group that Mark Roseveare has been hired as the new Dean of Learning Resources. His official start date is Monday, March 3.</p>		I	

	<p>Mrs. Vaughn shared with the group that her weekly meetings in the different buildings on campus have been very enjoyable.</p> <p><b><u>PC Agenda Items</u></b>  PC items were discussed and the Deans were encouraged to share this information with their areas.</p> <p><b><u>Tyger River Updates</u></b>  Lynn Dale provided the group with a Tyger River handout. The handout provided information about TRC's personnel, enrollment, special projects and director responsibilities. Mrs. Dale also shared with the group that a full-time campus police was hired in January, a part-time evening coordinator was hired in February, and phase II renovations are underway for the Accelerated Business Center/Small Business Incubator.</p> <p><b><u>Middle College (LINK) Updates</u></b>  Lynn Dale informed the group that a collaborative effort between SCC and the seven Spartanburg County School Districts has resulted in a drop-out prevention/recovery middle school program. The purpose of the program is to promote and support the attainment of a high school diploma by students who are currently considering dropping out of school. A pilot cohort of 25 students will enroll in 2008FA.</p> <p>To ensure the students' success, they will receive counseling/advising and tutorial assistance from personnel hired specifically for the program.</p> <p>Each school district will be allotted a predetermined number of students to participate in the first cohort. All candidates will be invited for an information session in March; at this time the students will complete the COMPASS placement test. Those who meet the criteria will be invited to return in April for orientation, and to register for classes for 2008FA.</p> <p>Students will enroll full-time (12 semester hours) each semester. During the first semester students will enroll in COL 103 (College Skills). A special section will be designed for this group. Plans are to enroll a second cohort of 25 students in</p>		<p> </p> <p> </p> <p> </p>	
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	<p>2009SP.</p> <p><b><u>Called Academic Affairs Staff Meeting</u></b>  Mrs. Vaughn reminded the group that there will be a called AA staff meeting on Monday, March 10 @ 2pm; Mrs. Nancy Dickson will be presenting.</p> <p><b><u>Health Fair</u></b>  Regina Eaker reminded the group that the Health Fair this year will have many more vendors and looks like it may be the best Health Fair ever. Mrs. Eaker encouraged the group to share this information with their faculty/staff and all students in their areas.</p> <p><b><u>Best Start (Dual Credit) Enrollment</u></b>  Barbara Wilson provided the group with a handout that provided information about Best Start (Dual Credit) enrollment. Barbara also explained the difference between pure, blended and mixed classes.</p> <p><i><u>Pure</u></i> - all students in the section are admitted and registered for college equivalent courses.  <i><u>Blended</u></i> - these are students who complete admissions/ registration and participate in existing SCC classes .  <i><u>Mixed</u></i> – off-site secondary class sections composed of dual and non-dual credit enrolled high school students</p> <p><b><u>Reminders</u></b>  The group was reminded to review and forward comments and/or revisions for the Graduate Placement Summary Report to Kathy McKinzie. This will be for 2006-2007 – terms 2006SU, 2006FA and 2007SP. The deadline to have the information to Mrs. McKinzie is March 4.</p> <p><b><u>Flower Fund</u></b>  Mrs. Vaughn reminded the group that the deadline to have their Flower Fund contributions turned in is Friday, February 29.</p>		<p> </p> <p> </p> <p> </p> <p> </p> <p> </p>	
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	<p><b><u>GRAD Day</u></b>          Barbara Wilson informed the group that GRAD Day will not take place this year. The original date had been scheduled for March 21. Barbara shared with the group that she will provide more information at a later date to inform them of a new format for GRAD Day for next year.</p>		1	
<p><b>Adjournment</b></p>	<p>There being no further business or discussion the meeting was adjourned:</p> <p>Submitted by:  <i>Edna Howard</i></p>			