

## ACADEMIC AFFAIRS STAFF MEETING MINUTES

**Called to Order:** Sherry Vaughn  
**Meeting Date:** 7/20/09

**Location:** SSB 315

**Time:** 2:30 p.m.

**Present:**

Lynn Dale  
Rita Melton  
Mark Roseveare  
Joe Sidlowski  
Daryl Smith  
Sandy Winkler  
Barbara Wilson  
Sherry Vaughn

**Members Absent:**

**Guests:**

<p><b>Key::</b>   <i>R - Resolved</i>  <i>PR - Partially Resolved</i>  <i>I - Information Only</i>  <i>CF - Carry Forward</i></p>				
Item Discussed	Discussion	Action/Recommendations	Status	Follow-Up
<p><b>1. Old Business</b></p>	<p><b><u>Academic Department Head Leadership Program</u></b></p> <p><b><u>Silver Crescent Foundation (Summer Camp)</u></b></p> <ul style="list-style-type: none"> <li>• Needs should be shared with Barbara Wilson by early September</li> <li>• Dr. Sidlowski's faculty would like to participate in the program. Barbara Wilson will attend Dr. Sidlowski's department head meeting in September</li> </ul>		<p>CF</p> <p>PR</p>	<p>Sherry</p> <p>Joe and Barbara</p>
<p><b>2. New Business</b></p>	<p><b><u>Joint Advisory Committee Revisions</u></b></p> <ul style="list-style-type: none"> <li>• A handout was provided for the group to review</li> </ul>	<p>Recommendations for the form are <i>Attendance</i> and <i>Next Meeting Schedule</i>.</p> <p>Communicate changes to</p>	<p>PR</p>	<p>Barbara</p>

	<p><b><u>Career Quest 2009 – Set-up Changes</u></b></p> <ul style="list-style-type: none"> <li>• Two additional sponsors were added</li> <li>• One sponsor withdrew their sponsorship</li> <li>• Main focus will be on employers/vendors</li> <li>• SCC (education) will cluster with employers/vendors</li> <li>• Career Expo – October 13, 2009, 4 – 7 p.m.</li> </ul> <p><b><u>BSP Update (District 1 and 7)</u></b></p> <ul style="list-style-type: none"> <li>• District 1 (Chapman High School) Three credentialed faculty will teach history fall semester</li> <li>• District 7 (Spartanburg High School) Successful year; very positive feedback has been received (Viking Academy); feedback concerning downtown campus is also positive</li> </ul> <p><b><u>Catalog Course Review</u></b></p> <ul style="list-style-type: none"> <li>• All courses offered at SCC should tie back to a specific program or as an elective for a program</li> <li>• Due to Sherry Vaughn by August 31, 2009</li> </ul> <p><b><u>CAO Meeting Updates</u></b></p>	<p>department heads and faculty.</p> <p>Include Pete Gallen in the process for the form to be placed in Public Folders</p> <p>All needs/requests are due to Barbara Wilson by Friday, September 4, 2009.</p> <p>Dr. Sidlowski and Dr. Melton will determine compliance and submit to Sherry</p>	<p>PR</p> <p>I</p> <p>PR</p> <p>CF</p>	<p>Barbara</p> <p>Sherry</p>
<p><b>3. Sharing</b></p>	<p><b><u>Interviews</u></b></p> <ul style="list-style-type: none"> <li>• FT faculty positions will be filled by August 3, 2009 (as many as possible)</li> <li>• Administrative Specialist positions will be filled later in 2009. Academic Affairs position will be filled last</li> </ul>		<p>I</p>	

<b>Adjournment</b>	<p>There being no further business or discussion the meeting adjourned at 3:39 p.m.</p> <p>Submitted by: Shirley Cohen</p> <hr/> <p>Meeting Chair:</p> <p><i>Sherry Vaughn, VP of Academic Affairs</i></p>			