

Department Chair Meeting

6/15/10

Minutes

Present:

Bill Haas, Laura Zeeman, Barbra Maher, Verne Ingram, Terry Reeves, Marilyn Smith, Debra Nickell, Lori Burns, Julie Schneider, Rick Reeves, Doug Yates, Niki Nolles, Stephanie Berg, Larry Snyder, Wayne Caruolo, Mike Smith, Irina Strelnikova, Steve Brown, Colleen Jorgensen, Sherry Dewald, Joan Smith

Meeting began at 10:35

Noel Levitz survey results:

Red Rocks did a survey to 144 classes which provided the college with very important information.

Highlights

- Students very satisfied
- If they had choose to come back – most will come back to the college
- Availability of faculty

Strengths

- Most faculty are knowledgeable in their field
- Students are made to welcome on campus
- The quality of instruction is excellent

Challenges

- Financial Aide
- Parking
- Student be notified early if they are doing poorly in class (looking into more developmental classes and how can we help students)

Concurrent enrollment update

Update – the metro colleges have agreed on a common financial model for concurred enrollment. It was agreed that we will be Accuplacing all high school students. The new model will take affect FY 2011. Prerequisite requirements will be same for high school students at it is for our regular college students. See Colleen or Marilyn regarding this if you have questions.

eSchedule

Colleen would like to take this to the next level and asked for ideas.

- Pay for an extra hour for Part Instructors time
- Get students used to using D2L
- Make sure all part-time instructors are trained
- If training part time instructors, make sure we cover evening instructors
- Focus Group
- Look into part-time dollars perhaps some Perkins money

PT instructor issues

Thanks to all who passed the word regarding grade changes to part-time instructors, remember the fastest way to change a grade is electronically. The grade change form will soon be available on the Portal – date of the Portal is to be TBA

Be sure you're using the rule of 12, 12, and 10 for maximum adjusted credits to be taught by part-time instructors.

- 12 credits fall
- 12 credits spring
- 10 credits summer

Higher One

All new students are going to be receiving a debit card. This is for refund. For example: if a class is canceled the refund money will be put on their Higher One credit card. RRCC started this summer semester. This also includes PSEO students (17 or older).

Other

Please be careful – college is being audited, be very careful using your P-Card.

There is concern about the testing center is not accommodating our evening students. This would also include the coffee shop, the Library etc. Colleen will look into this and get back to everyone.

Barbra Maher will be replacing Steve Kaye for the Department Chair for Science

Email Issues

The concern when opening an attachment from the archive email, the attachment will not open. This is a VPN access. Talk with Bill Cherrington about more access and training.

Credentialing and Perkins

Joan Smith spoke on the process for both the Perkins funds and credentialing. If you have questions please see or email Lori Burns. Lori will be taking over the credentialing process.