



Wharton County Junior College

Leadership Committee Meeting

1. Leadership Committee Meeting Minutes

Item	Description
Date	January 16, 2008
Time	1:30 P.M.
Location	Administrative Conference Room

2. Attendees

Role	Name
Chair	Betty McCrohan
Minute Taker	Deanna Feyen
Attendees	Pate, Dr. Ty; Kocian, Bryce; Youngblood, Pam; Collins, Leigh Ann; Jones, Dr. Dan; Rehak, Patricia; Stavinoha, Natalie; Taylor, Dr. Wayne; Fulton, Rosemary
Absent	Pinson, Dale

3. Agenda

	Topic	Owner
1.	Dr. Dan Jones & Rosemary Fulton-Dashboard Presentation	
2.	Dr. Kirby Lowery-Nuclear Power Technology Program	
3.	CIR Committee	
4.	Learning Labs	
5.	General Education Competency Assessment Plan for 3.5.1	
6.	SACS-Review the core standards for the Compliance Report	

4. Information Items

	Description	Date	Participants
1.	Dr. Dan Jones & Rosemary Fulton-Dashboard Presentation - Rosemary demonstrated a PowerPoint on the dashboard and explained what the program is capable of producing. She explained her excel spreadsheet and the information it shows. The PowerPoint displayed the WCJC Strategic Plan Dashboard, the information it gives, who uses it, why you would use it, and the benefit of the content. Dan made suggestions of what the leadership teams role is in the dashboard. Dan clarified where the key performance indicators came from. Rosemary explained what would make a red light versus a green or yellow light. Rosemary and Dan answered questions from members of the leadership team.		
2.	Dr. Kirby Lowery-Nuclear Power Technology Program – Kirby gave a review of the Nuclear Power Technology Program, which will be offered at the Bay City campus September 1, 2008. Kirby stated he		

	needs help figuring out how to develop the package submitted to the coordinating board for approval of the program. The letter of intent will be sent first. The board approved the program last night. An institutional effectiveness plan report will be prepared by the institution. Kirby needs the most knowledgeable person to shepherd the procedure. He asked for help in using the correct course numbers for the new courses. Ms. McCrohan suggested calling the co-board for suggestions. Kirby asked for examples of submitted programs that have worked. Dr. Pate suggested Leigh Ann and Natalie call the co-board. Ms. McCrohan will send the letter of intent and Bryce will prepare a five year budget projection.		
3.	CIR Committee – Ms. McCrohan stated there needed to be an atmosphere of spirit within the committee. She stated anything the committee asks for to be able to make their recommendations, should be provided. The CIR Committee handbook was reviewed and the charge of the committee was stated.		
4.	Learning Labs – Sharon Prince has questions about whether Achieving the Dream funds will pay for furniture and also asked if it was approved to pay faculty members for tutoring. Ms. McCrohan stated she was under the impression that the plan was approved to go forward. Bryce stated the plan has come in pieces and he is concerned about the budget.		

7. Action Items

	New Action Items	Owner	Due Date	Status
1.				

5. Adjournment

		Owner	Due Date	Status
1.	The meeting adjourned at 6:30 P.M.			