

NORTHWEST-SHOALS COMMUNITY COLLEGE
ACADEMIC COUNCIL MINUTES
June 2, 2015

Members Present: Ed Carter, Tom Carter, Roger Garner, Joe Hackworth, Crystal Ingle, Rose Jones, Heather Johnson, Tim Kelley, John McIntosh, Teresa Roberson, Mark Simpson, Shelia Smith, Kim Tucker

Members Absent: Glenda Colagross, Timmy James, Ginger Long, Desiree South, Rachel Trapp

The Northwest-Shoals Community College Academic Council met on Tuesday, June 2, 2015, in Building 110, Room 104 on the Shoals Campus. The following is a summary of the items that were discussed at the meeting:

ACT Compass Conversions – Crystal Ingle

Crystal Ingle distributed copies of the new NW-SCC Suggested ACT/COMPASS Conversions for review and approval. ACT Compass informed the colleges that they will no longer produce the Compass Placement Test after December 2015. Since every high school senior will have to take the ACT test upon graduation, the proposed scores can be used for appropriate placement. The new scores are based on research and a chart provided by ACT Compass. These scores also mirror the ACT requirements for UNA. Proposed changes were submitted for approval. A vote was taken; no one opposed the changed, and the new scores were approved.

Round Table Discussion

Rose Jones

- Room Charts – When a class is changed to a different classroom, an e-mail should be sent to Reyna Rivera on the Shoals Campus or Lavon Duboise on the Phil Campbell campus.
- Course Substitution – Form has been revised to include the note: *Form must be submitted to the Vice President's office prior to student taking the course that is being substituted.* Change should help student take a course that does not substitute and give time for student to register for the correct course, especially when student is graduating. If course has already been taken at another institution, note would not apply.
- “No Shows” – Request was made to make sure all instructors are aware of the deadline to submit “No Shows”. If after the deadline, there are students that need to be reinstated, Rose Jones requested the creation of an electronic form to handle information and make the process easier for everyone involved.

Adriana Wuotto

- Argos Report – Instructions on how to log in to the Argos application were distributed among members of the Academic Council. Reports can be viewed by department or instructor that can provide summarized information by semester. Information is updated every night from Banner.

Joe Hackworth

- Construction – Machinery was brought on campus to work on landscaping around buildings 112 and new Cosmetology building. Level of noise was high at some point, but work was done and completed in a short period of time and will not affect any more class sessions.

John McIntosh

- Summer 2015 Registration - Enrollment for the summer as of June 2nd is 2,011.
- Unit Plans – Learning outcomes should be updated. Website has been updated. 2014-2015 information should be closed as soon as possible.

Tom Carter

- Fall 2015 Schedule – Changes should be submitted as soon as possible.
- Fire Drills – Beginning June 12th, there will be fire drills planned for the Shoals Campus and the Phil Campbell campus. Trent Randolph will send out an e-mail notifying the details.
- New Registrar – Tracy Waldrop has been hired as new registrar and will replace Darlene Hamm when she retires.