

**ACADEMIC MASTER PLAN TASK FORCE
MEETING MINUTES**

**May 5, 2020
1:30 pm**

Present: Dean Cleon Wiggins, Dr. Mihir Chand, Samantha Landau, Veronica Shipley, Carrie Dimino, Dr. James Krajewski

Absent: Dr. Alicia Hooks, Jennifer Gieschen, Jason Sievers, Shay Dodson, Polly Hawk, Emily Morrow, Jeff Sixta, Dr. Jim Krajewski, Cindy Scanlon, Jonathan Taylor, Amber Crum, Tyrun Flaherty

I. Agenda Items

- Dean Wiggins reported that there were concerns brought up about the source of the information on the internal and external subcommittee reports. The AMP Task Force will need to determine what parts of that information should be included in the draft, as well as determine what information from Dr. Chand's report should be included.
- Because it is near the end of the semester, it is noted that some AMP Task Force members will not have as much availability for meetings. Dean Wiggins has asked Interim VPAA Jerry Pope to let Dr. Mosier know the progress of the report.
- The proposed timetable for presentation to the BOT will now likely be June.
- Dr. Chand will summarize all the reports to reflect highlights and possible challenges. He can include data that shows how various factors in instructional costs per zip code and based on credit hours, salaries, etc. can increase cost productivity. His final data report will be ready by July 15th. His summary can show how the AMP can complement the program review process, including a section about financial aid and costs.
- Dean Wiggins will be asking for an additional 1 or 2 subcommittees that will be responsible for writing a profile of the college based on information pulled from the KCKCC website and catalog.
- Dean Wiggins addressed concern over student input to the draft. Information could be obtained from the latest CCSSEE report, as well as the proposed student survey being contemplated by the Strategic Enrollment Task Force, where additional questions could be added to address the AMP draft. Surveys for faculty and staff are also being considered. Faculty may be asked for feedback during convocation week to see if they agree with the goals or if there should be additional goals.
- AMP Task Force members are asked to check their email and the team page frequently to watch for changes, as there may not be time for another meeting this month. There will possibly be a summer meeting scheduled.

Next Meeting: TBD

Minutes submitted by Veronica Shipley