

**ACADEMIC MASTER PLAN MEETING MINUTES**  
**Tuesday, November 18, 2019**  
**Room 3205**  
**2:00-3:00 pm**

**Present:** Cleon Wiggins, Emily Morrow, Jonathan Taylor, Dr. Jim Krajewski, Jeff Sixta, Jason Sievers, Samantha Landau, Dr. Mihir Chand, Dr. Alicia Hooks, Amber Drum, Tyrun Flaherty, Veronica Shipley  
**Absent:** Jennifer Gieschen, Cindy Scanlon, Polly Hawk, Shay Dodson, Heaven Hansen, Carrie Dimino

**1. Agenda Items**

- Review of the task force's mission: Dean Wiggins explained that the purpose and goal of the committee is in support of the strategic plan by coming up with ideas making recommendations. A primary objective is to provide a blueprint for moving forward academically and review every area of the college.
- Review of what we know/believe about the current KCKCC education environment: We should identify who we are, which provides a framework for what we present to the rest of the college. Some ideas of what the environment is currently reflecting from the committee include: KCKCC is a "diamond in the rough", student attitudes and attention are decreasing, and KCKCC has an identity crisis. Suggestions from the committee member include: testing out of BLUE, conducting a student focus group, implementing more dynamic teaching methods, utilizing the Center for Teaching Excellence to further enhance instructional methods, and identifying our academic and instructional priorities.
- Presentation and discussion of how the Academic Master Plan (AMP) will support the strategic plan: The AMP will be an ongoing process. Strategic plan item #1 focuses on student success and providing services and resources that can empower students. We should enhance student centered services and processes and continue to work on increasing student retention and completion, as well as student engagement and satisfaction. Dr. Chand reports that according to the latest Student Satisfaction Survey outcomes, students want faculty to let them know when they're failing and to provide timely feedback.
- Identify KPS's:
- Timelines: The deadline for completion of the Academic Master Plan is spring 2021. A presentation must be made to the Board of Trustees in the spring of 2020.
- Discussion of KCKCC-AMP website to promote transparency and shared governance: An internal website is proposed to present the Academic Master Plan as visible and open as to the goals, purposes, and processes underway. Surveys and research results could be included as well.
- Prepare for presentation at spring convocation: This is an ideal way to kick off the presentation of the Academic Master Plan and reach as many people as possible.
- Establish meeting times: The AMP Committee will collectively decide future meeting times.

Minutes submitted by Veronica Shipley