

**Title III Advisory Team Minutes
Wednesday, November 10, 2004
3:30 p.m. – 4:40 p.m.
ITV Room 102-Blakeley Building**

Members Present: Dr. Jo Marshall, Dr. Tony Honeycutt, Dr. Barbara Jones, Roger Angevine, Brenda Saunders, Mary Petry, Pam Bridgman, Wanda Bolzé, Jon Burlew, Mandy Davis, Kim Toby, Lynn Crabtree, Linda Bourne, Joelyn Prather, Dexter Alexander, Barbara Stringer, Linda Ballard, Arlis Fuson, Ron Tomlinson, Susan Gadd, and Tammy Woodall. Attending at Laurel via ITV: Rob Spencer and Donna Logan.

Kim Toby made a motion to accept the minutes and Mandy Davis seconded the motion. The minutes of the last meeting were approved.

Due to conflict in schedule, Wanda Bolzé and Pam Bridgman were moved to begin the faculty consultant presentations. Wanda Bolzé, Pam Bridgman, and Lois McWhorter have teamed up to redesign the CIS100 course. This course had a high failure rate in spring 2004 and was chosen for redesign so students can be successful with a grade C or above. This will be a pilot course with Wanda Bolzé at the Somerset Campus, Pam Bridgman at the Clinton Center, and Lois McWhorter at the Laurel Campus. The course will contain a placement test to assess the level of each student's ability. A pre-test and a post-test will be given to monitor the success of the student. Class lecturing time will be reduced from 3 lectures to 2 lectures per week. There will be 21 competencies within this course. Daniel McFeeters, student, gave a brief presentation of what students will see in this on-line course web site. Mary Petry advised that this will need to be W-3C HTML compliant.

Jon Burlew presented the beginning section of his Tutorial DVD for students struggling in the Basic Public Speaking course. This video focuses on communication apprehension, developing a topic, and elements of delivering a speech. The video involved approximately 30 volunteer students and Steve Cleberg who assisted with the video recording and editing. Jon plans to duplicate the DVD and make these available for students to use in the STAR Center. They may also be used by any person that needs to strengthen his or her public speaking skills. Jon would like to see other videos produced for demonstration on use of technological equipment. Brenda Saunders stated Jon's tutorial will be linked from the STAR Center's webpage. Mary Petry suggested closed captioning for ADA Compliance. Jon will consider closed captioning or scripting.

Mandy Davis summarized the project that is being developed by Kim Cleberg and herself. This project consists of developing courses ENC 92 and ENG 100 that will be piloted in spring 2005. Course ENC 92 will be a workshop that will accompany courses ENC 90 and ENC 91. Course ENG 100 will be a workshop that will accompany ENG 101. The new courses will be developed using the ANGEL platform and using components from PLATO. The courses will consist of a diagnostic test that will then assign modules based on the student's assessment. When a module is completed, the student will be required to take a post test. If this course is successful in elevating students' grades, this will be presented to the KCTCS Curriculum Review Committee for determining if this could be made mandatory for students who are in the ENC 90, ENC 91, and ENG 101 classes and meet Compass cut off criteria.

Arlis Fuson presented his project with a PowerPoint slide show. His project consists of an Electrical/Electronics Circuits Math Solutions Tutorial for Direct Current and Alternating Current Circuits Analysis. This will be a computer based tool for students in the Electrical/Electronics technical programs area. This tutorial will focus on the application of mathematics to solve problems relating to AC and DC circuit analysis. The student will be guided through the experience by redirection to a varying degree of problem difficulty based upon the response to questions. A pre-test and post-test assessment will be available to determine student progress. Mary Petry addressed issues concerning the colors used in this tutorial for being ADA Compliant.

Kim Toby gave a brief summary of the trip to Owensboro Community College that included Roger Angevine, Mandy Davis, and Brenda Saunders. Their visit to the TLC Center provided them with ideas to incorporate into the STAR Center. One item for future consideration is the remediation for students that do not pass the Compass exam. Before the student can retake the Compass, the student must go to the STAR Center for remediation. Dr. Marshall questioned if this could become a policy for students. Brenda Saunders and Roger Angevine will be meeting with Gail Aaron and Roger Hollars to discuss this further.

Brenda Saunders gave a brief summary of her trip to Northwest-Shoals Community College in Muscle Shoals, Alabama, which included Joelyn Prather and Linda Bourne. This college has a Television Studio that they use to broadcast their web based classes. They use this studio for recording DVD/videos, telecourses, internet courses, and student tutorials. Linda Bourne added that they have a team that is available for support. This team includes an

instructional specialist, a course design specialist, technology support team, and a digital recording team. Joelyn Prather added that they have incorporated this into their nursing program.

Roger Angevine announced that the STAR Center will develop hours that will correspond to the college day schedule during the holidays and summer semester. He also advised that if there are any programs that the instructors would like to be included on the STAR Center's computers to please let Brenda Saunders or him know before the computer is ghosted. Roger updated the team on the Instructional Specialist position. The interviews will be complete by Thursday, November 10th. Internet connectivity in the Center should be complete by the end of next week. The faculty consultant's laptops are in the IT Department and will be issued on Friday, when Deanna Barnes returns. The server that will be used to provide support for projects like that of Wanda Bolzé, Pam Bridgman, and Lois McWhorter has been received and is in the IT Department. Roger gave a special thank you to Dan Burnett for manufacturing the extension for the Center's projector. Roger informed the team that there are left over funds from year one of the Title III Grant. At the present, these funds are being considered for developing six Smart Classrooms for the Faculty Consultants as an added incentive to faculty. They would be set up in areas where faculty ties their use into their projects.

The meeting adjourned at 4:40 p.m.