

MINUTES

Palm Beach Community College  
**ACADEMIC MANAGEMENT COUNCIL**

Friday – April 3, 2009  
Smith Conference Room AD207  
10:00 A. M.

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**Attendance:**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Silvio Arango-Jaramilo | <input type="checkbox"/> Scott MacLachlan           | <input type="checkbox"/> George Rogers                          |
| <input type="checkbox"/> Roy Boulware                      | <input checked="" type="checkbox"/> Rick Madson     | <input checked="" type="checkbox"/> Barbara Scheffer            |
| <input type="checkbox"/> Patty Braga                       | <input type="checkbox"/> Idell McLaughlin           | <input type="checkbox"/> Vicki Shaver                           |
| <input checked="" type="checkbox"/> Colleen Courtney       | <input checked="" type="checkbox"/> Jessica Miles   | <input checked="" type="checkbox"/> Nancy Weissman              |
| <input checked="" type="checkbox"/> Leonie Escoffery       | <input type="checkbox"/> Rene' Milici               | <input checked="" type="checkbox"/> Edward Willey, <i>Chair</i> |
| <input type="checkbox"/> Samuel Freas                      | <input type="checkbox"/> Frank Mossadeghi           | <input checked="" type="checkbox"/> Teresa Woolfe               |
| <input checked="" type="checkbox"/> Alessandra Gieffers    | <input checked="" type="checkbox"/> Glenn Pate      |   |
| <input checked="" type="checkbox"/> Rob Gingras            | <input checked="" type="checkbox"/> Carrie Pasquale |   |
| <input checked="" type="checkbox"/> Libby Handel           | <input checked="" type="checkbox"/> David Pena      |   |

**ITEM 1. Screening Committee Updates**

Dean Willey asked the various committee chairs to provide an update on screening committees. Dr. Gingras informed the group of the status of the SLC Manager position. There were 15 phone interviews which yielded 9 for in person interviews next week. Associate Dean Freas indicated that the Electrical Power Technology Director position has had minimal qualified applicants in the pool. Dean Willey indicated that if this pool doesn't produce the results we are looking for then we will reassess at the position. The Nutrition position is planning to have applicants interviewed in person on Friday, April 17. Professor Pate updated the group regarding the Computer Science replacement position. There were 10 interviewed by phone and will soon be doing the in person interviews. Dr. Handel indicated that the A&P/Bio position is working on in person interviews for April 17<sup>th</sup> as well. Dean Willey reiterated that all teaching faculty must have their credentialing rosters created and approved through Dr. Sass' office before any in person interviews are scheduled. The Department chair, as part of the credentialing process, should highlight the applicable courses to correlate with the proposed courses to be taught at PBCC.

**Action:** n/a

**Data Source:** n/a

**ITEM 2. District Board of Trustees Program**

Dean Willey affirmed that the District Board of Trustees meeting will be on this campus April 14 at 6:00 p.m. in the Meldon Lecture Hall. As in past years, we will also highlight the Art Gallery with an invitation to board members for the opening reception of the 23<sup>rd</sup> Annual Student Art Exhibition just prior to the board meeting. Link to Art Gallery: <http://www.pbcc.edu/x10295.xml>

The campus will highlight programs or activities for the board members. Academic Affairs will highlight the grant *Entrepreneurial Research Program* with scientist Dr. Christine Jones, PhD from Cornell, as a food and nutrition biochemist in the Biotechnology suite. The grant partners with ACAM Laboratories, LLC, <http://www.acamlabs.com/> where students benefit from experience in Nanotechnology. As part of the grant three noncredit courses will be delivered. Lecture Series Link: <http://www.pbcc.edu/x16808.xml> 1) [How to Create a Biotech Industry](#); 2) Lecture on [Nanotechnology](#); 3) Mad Bad and Dangerous to Eat, a lab course in food pathogens. These are all applied scientific programs. The real benefit to our program is to place students with top notch scientists for internships.

**Action:** n/a

**Data Source:** n/a

**ITEM 3. Accomplishments**

Every year the campus highlights it's accomplishments for the President's Report. Dean Willey has already submitted a list of campus accomplishments that he was aware of but welcomes additional items. Please let the Dean's Office know A.S.A.P. Dean Willey will work on a paragraph for power generation, Dr. Handel will craft a paragraph regarding the grant award write up and Dr. Shaver has already provided the highlight for Radiography's 8 year accreditation award. Ms. Pasquale has submitted CCE's report. Accomplishments from Professor Miles' [Tropical Ecology course](#) in Costa Rica, Dr. Gingras' highlights for the SLC, PTLC, Art Gallery, PTK, or the [Holocaust Remembrance](#) event are being reviewed.

**Action:** Dr. Handel to complete narrative accomplishments for Town of Jupiter Entrepreneurial grant.

**Data Source:** n/a

**ITEM 4. Fall All Faculty Meeting Date/Details**

The Associate Deans will work on Fall semester start-up event. Dr. Gingras will coordinate and inform the Dean's Office of the All Faculty Meeting date either August 19 or 20<sup>th</sup>.

**Action:** Dr. Gingras will supply the date for the All Faculty Meeting for PBG & coordinate/plan meeting activities.

**Data Source:** n/a

**ITEM 5. Department Chair 2009-2010**

Dean Willey indicated that based on nominations there will not be any changes in department chairs. The grids were submitted to Dr. Sass' office for Summer 2009 and Fall / Spring 2009-2010. The only changes may be whatever is bargained in the new faculty contract.

**Action:** n/a

**Data Source:** n/a

**ITEM 6. OTHER**

- **High School Dual Enrollment** – Request for dual enrollment anticipating will increase for areas that we may not have offered. The school gets rated with offerings like dual enrollment and honors. New Inter-institutional Articulation Agreement is now available.
- **LLRC** – Working with furniture vendors, Dry wall and framing on second floor is complete. Time line is still slated for July.
- **Student Art Gallery** – Student Art Show – 240 works of art with a tremendous variety. Reception April 14. Judge – collector and designer Ed Pratt from NPB.
- **Possible Name Change** – Dr. Grace Truman will be on campus to discuss the possible college name change. Dr. Scheffer offered up the name of “College of the Palm Beaches” after having discussed the name change possibility in her classes.
- **Natural Sciences Poster Symposium** – This year the Environmental Science, Environmental Horticulture and Biotechnology will team up to showcase their student's semester long works to communicate scientifically through their poster projects. Join us on Monday, May 4 from 1-3PM in SC127.
- **Summer Schedules for CCE** – Carrie announced that it will be here shortly.
- **Budgets** – No word on final budgets yet.
- **May 1** – Student Awards Luncheon will now be at the Marriott.
- **Sonography** – The Sonography program will undergo its site visit on June 8 & 9.

Submitted by:

Teresa D. Woolfe, Scribe  
C: Academic Management Council  
Academic Support Team  
Dr. Sharon Sass, VPAA

tdw

File: amc minutes April 2009

Disk: Academic Management Council