

Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES

APRIL 18, 2017 10:00 -2:00

CENTRAL GEORGIA TECHNICAL COLLEGE
MACON, GA

PROGRAM	Business Technology IFCC Meeting
FACILITATOR	Tina Jernigan, Southeastern Technical College, State Chair
SECRETARY	Gina Stephens, Georgia Northwestern Technical College, State Vice Chair

ATTENDEES	Last Name	First Name	College
	Ausman	Shirlee	West Ga
	Bailey	Brendalyn	Central Ga
	Boone	Michele	Central Ga
	Braddock	Marsha	Coastal Pines
	Bridges	Casie	Athens
	Burns	Brittny	Ga Northwestern
	Byrd-Johnson	Tanya	West Ga
	Christian	Patricia	Southern Regional
	Clapper	Sandra	Ga Piedmont
	Cochran	Tonya	Ga Northwestern
	Cooper	Cynthia	Central Ga
	Cooper	Rushia	Lanier
	Copenny	Jacqueline	Oconee Fall Line
	Coplon	Judy	Chattahoochee
	Cowart	Angie	North Ga
	Daley-Weeks	Martha	Augusta
	Davis	Susan	Southern Regional
	DelGenio	Debra	Augusta
	Duggins	Beth	Oconee Fall Line
	Eason	Jeremy	West Ga
	Edwards	Deanna	West Ga
	Estes	Michelle	Chattahoochee
	Gelatt	Linda	Wiregrass
	Gowen	Summer	Coastal Pines
	Halbert	Vicky	Central Ga
	Hall	Melissa	Coastal Pines
	Harris	Vernita	Columbus
	Jernigan	Tina	Southeastern
	Johnson	Emma	Albany
	Johnson	Rhonda	Gwinnett
	Knight	Robert	Coastal Pines
	Lane	Nicole	Albany
	Likins	Michelle	North Ga
	Lindsey	Theresa	Lanier
	Lofton	Linda	Southern Regional
	Lovell	Brenda	Ga Northwestern

	Lovering	LeAnne	Augusta
	Miller	Jeanette	Atlanta
	Mountain	Karen	Southeastern
	Ortiz	Elizabeth	Lanier
	Parker	Denise	Bainbridge
	Pharr	Barbara	Ga Northwestern
	Rhett	Stephanie	Savannah
	Richardson	Becky	Southern Regional
	Riley	Jeanese	Savannah
	Robinson	LeAnne	Ogeechee
	Roebuck	Dan	Ga Northwestern
	Rowe-Thomas	Tiffany	Augusta
	Russell	Babs	West Ga
	Shealy	Danya	Wiregrass
	Smith	Rodney	Ogeechee
	Spence	Renee	Bainbridge
	Stephens	Gina	Ga Northwestern
	Strickland	Michele	Oconee Fall Line
	Sutton	Bobby	Atlanta
	Van Lanen	Sue	Gwinnett
	Walker	Denise	Augusta
	Walker	Gina	Coastal Pines
	Washington-Hubbard	Shatrela	Ga Piedmont
	Watkins	Alison	Wiregrass
	Weaver	Karla	Southern Crescent
	West	Barbara	Central Ga
	West	Theresa	Albany
	White	Sabrina	Augusta
	Whitfield	Karen	Ga Northwestern
	Whitfield	Linda	Southeastern
	Williams	Mona	West Ga
	Wolfork	Carol	Central Ga
	Yarbrough	Angie	Oconee Fall Line
	Yevak	Kim	Southern Crescent
	Howard	Karen	TCSG
	Hodges	Dawn	VPAA, SCTC

Agenda Topics

WELCOME AND INTRODUCTION		10:00-10:08	TINA JERNIGAN
DISCUSSION	The meeting was called to order by Tina Jernigan. Mrs. Jernigan introduced herself and asked the members to review the minutes. LeAnne Robinson made the motion to approve the minutes with one correction of an attendee's name who was left off and Theresa West seconded. Minutes were unanimously approved.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TCSG UPDATES		10:08-10:16	KAREN HOWARD
DISCUSSION	State initiatives are gaining momentum regarding prior learning assessments and courses that lead to nationally recognized credentials. The Business Technology departments need to assess areas where credit can be given for military experience or credentials. Please send any ideas to Karen Howard or the Executive Board. There are 17,000 students in the Move on When Ready Program. There are some minor changes to COMP 1000 that include changed competencies, less weight on database and name change. Wisconsin offers free tutorials and assessments for individuals at https://www.wisc-online.com/courses/computerskills . Accuplacer also has a computer component to assist in gauging where to place students.		
CONCLUSIONS	Make sure COMP 1000 updates are noted in catalog. Send ideas to Karen Howard or the Executive Board for areas where credit can be given for military experience or credentials.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Courses where credit can be given based on experience/credentials	Karen Howard	May 30, 2017	

BHT UPDATES		10:17-11:22	TINA JERNIGAN GINA STEPHENS
DISCUSSION	Question was asked as to which colleges would be offering the new BHT degree/diploma in the fall. Southeastern Tech started spring. Albany Tech, West GA Tech, Augusta Tech, and Coastal Pines will all be starting in the fall. Georgia Northwestern Tech is a maybe. There is some question about immediate Pell approval. Wiregrass, Athens, Central, Lanier, and Gwinnett Tech are not starting because of active HIMT programs, while North Georgia and Chattahoochee have limited faculty. There was significant discussion about the difference between programs and the certifications that can be obtained in the BHT program. Colleges not changing to new program are experiencing some confusion with the new/old versions and would like BUSN 2370s name changed. After reviewing the courses more thoroughly, a motion was made by Gina Stephens and seconded by Barbara Pharr and approved by all, to change BUSN 2340 Healthcare Administrative Procedures from a prerequisite course to a corequisite course for BUSN 2440 Professional Leadership and Personal Effectiveness.		
CONCLUSIONS	BUSN 2370 new version to be changed to BUSN 2375. Updated PowerPoint to include further clarification regarding certifications that can be obtained under the Business Healthcare programs and jobs that can be obtained with this degree/diploma and TCCs. BUSN 2340 to be a corequisite course for BUSN 2440 rather than a prerequisite course.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Number to be changed from BUSN 2370 to BUSN 2375 BUSN 2340 to be a corequisite course for BUSN 2440	Karen Howard	December 31, 2017	
PowerPoint to be updated	Gina Stephens	May 30, 2017	

ARTICULATION AGREEMENTS AND TRANSFER OPTIONS		11:23-12:21	GINA STEPHENS
DISCUSSION	Please share with students the options to transfer to other colleges to further their education. We have several articulation agreements and colleges such as Reinhardt will take our courses in the Business Healthcare and Business Degree and allow our students to complete an online Business or online Healthcare Administration program BA. If students are aware of these agreements early, they can make better use of their financial aid and select the best courses (for example, college algebra may be a better option or Accounting 1101).		

CONCLUSIONS	Gina Stephens will send out updated contact information for Reinhardt University point of contact person on Listserv. This information may be helpful to colleges who wish to persuade administration of the viability of the Business Healthcare Technology Program.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Point of contact person from Reinhardt to be shared via Listserv	Gina Stephens	May 30, 2017
OPEN DISCUSSION	12:22-1:34	TINA JERNIGAN

DISCUSSION	<p>1) ADA requirements were discussed for BUSN 1100 and BUSN 1440 with the suggestion made to reword the course description to add to touch typing an OR use of "ADA approved assistive technology".</p> <p>2) Open discussion occurred regarding books used, technology, issues, challenges, and best practices between faculty of different technical colleges.</p> <p>3) Open Education Resources are becoming more popular as they remove the hurdle of expensive books for students.</p> <p>4) Statewide enrollment trends show business technology numbers are decreasing while business management enrollment is increasing. This appears to be related to the name change "management" and is an advisement issue.</p> <p>5) The members believe it is time to revise/update the business technology courses/program. The length should be kept the same or shorter. Volunteers to work on the revisions were accepted at this time.</p>
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CONCLUSIONS	<p>) Consensus – leave as is.</p> <p>2) Consensus being that faculty should share more both on the Listserv and through local consortiums.</p> <p>3) All courses should be reviewed to see if they are compatible with open resources.</p> <p>4) Faculty should work with admissions, student affairs, and the VPAA and educate them on the differences in the programs. Review job descriptions and program descriptions. An advisement tool demonstrating the differences between business technology, marketing, and business management will be developed. Make sure that business technology is on the SWIG and WIOA lists.</p> <p>5) Business Technology Revision Assignments</p> <p>Group 1 Casey Bridges Athens Rhonda Johnson Gwinnett Bob Sutton Atlanta Karla Weaver Southern Crescent Classes assigned BUSN 1400, BUSN 1300, BUSN 1330, BUSN 1210, BUSN 2240, BUSN 2250, BUSN 1250</p> <p>Group 2 Angie Yarborough Oconee Fall Line Summer Gowan Coastal Pines Tiffany Rowe-Thomas – Augusta Tech LeAnne Lovering – Augusta Tech Classes assigned BUSN 1410, BUSN 1420, BUSN 2190, BUSN 2200, BUSN 1310, BUSN 1320, BUSN 1100</p> <p>Group 3 Brittney Burns GNTC Barbara Pharr GNTC Tonya Cochran – GNTC Jeremy Eason – West GA Tech Classes assigned BUSN 1240, BUSN 1440, BUSN 1430, BUSN 1190, BUSN 2160, BUSN 2210, BUSN 1340</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Courses to be reviewed by faculty for compatibility with open resources.	Faculty	July 18, 2017
Courses to be reviewed by volunteers for updates	Subcommittee	July 18, 2017

ELECTIONS

1:35-2:00

TINA JERNIGAN

DISCUSSION	State/Regional Elections Held	
CONCLUSIONS	State Elections remain the same Chair – Tina Jernigan Vice Chair – Gina Stephens Central Chair - Barbara West Vice Chair – LeAnne Lovering North Chair – Karen Whitfield Vice Chair – Tonya Cochran South Chair – Theresa West Vice Chair – Jeanese Riley	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Meeting adjourned at 2 p.m.
MINUTES SUBMITTED BY:	Gina Stephens, IFCC State Vice Chair Business Technology Assistant Dean/Instructor Georgia Northwestern Technical College