

# Instructional Faculty Consortium Committee Meeting (IFCC)

## MINUTES

FEB 2, 2018

10 A.M.

CENTRAL GEORGIA TECHNICAL COLLEGE, MACON

<b>PROGRAM</b>	Design and Media Production
<b>FACILITATOR</b>	Brian McDaniel
<b>SECRETARY</b>	Jabbar Thomas
<b>ATTENDEES</b>	Joseph Bellacomo, Albany Jason Dixon, Augusta Adam Hart, Chattahoochee Brian McDaniel, Central Georgia Larry Nix, Lanier John Patten, Wiregrass Georgia Britt Pitre, Atlanta Jabbar Thomas, Georgia Piedmont Amy Holloway, VPAA, Central Georgia Karen Howard, TCSG

## Agenda Topics

<b>WELCOME AND APPROVAL OF MINUTES</b>		<b>BRIAN MCDANIEL</b>	
<b>DISCUSSION</b>	Brian McDaniel called the meeting to order at 10 a.m. and welcomed everyone. The minutes from the October 20, 2017 IFCC meeting were approved. Jabbar Thomas (GPTC) volunteered to serve as State Secretary.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

<b>TCSG UPDATES</b>		<b>KAREN HOWARD</b>	
<b>DISCUSSION</b>	TCSG has a NEW COMMISSIONER as of January 2018. MATT ARTHUR'S past experience is in secondary education. His driving initiative is to be service driven organization and to better streamline opportunities for students.  High school pathways that embrace TCSG programs of study continues to expand with a current focus on course/pathway assessments.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**DUAL ENROLLMENT**

EVERYONE

<b>DISCUSSION</b>	<p>Dual enrollment at TCSG colleges is INCREASING! Some high school students are just taking classes and other are enrolled in a TCSG program (TCC, diploma, or degree). There's an interest by the faculty to analyze TCC opportunities for high school students when they take dual enrollment classes with TCSG colleges. The goal is to streamline processes and course alignments for the Dual Enrollment students so they can complete a TCSG TCC in short period of time (perhaps in one year).</p> <p>Two years ago Brian (CGTC) had a meeting with local area high school staff and faculty about identifying and aligning high school curriculum so students can complete pathways towards TCSG certificates. Brian added that the proposal is to extend the TCC program to 9th graders. He indicated they are trying to resolve the problem where a high school student cannot be withdrawn from the TCC program, no matter their grades in the college classes. We also need to resolve how students can obtain the resources at the high school that they use at the TCSG college.</p> <p>Britt (Atlanta Tech) noted that if a high school teacher has credentials to teach on a college level, ATC would hire the teacher as an adjunct, but not directly pay them. These dual-enrollment teachers would provide instruction that was normally provided entirely by the TCSG teacher.</p> <p>Britt thinks that it is easier for each college to implement a new course rather than go through GaDOE to implement the new curriculum. The issue of a lack of compatibility of the course descriptions and content between the high schools we service with TCC programs and the curriculum at the TCSG colleges was raised. In order to make TCSG competencies match the high school competencies for dual enrollment classes, we may want to consider removing the DMPT 2605 and replace it with an AUDIO class (RART).</p> <p>A question was raised on whether certificates for Adobe, Apple, etc. could be integrated into the 4 semester DMPT certificate program. The Adobe Certification specifically is very difficult for the students and would be difficult to integrate into our current program.</p> <p>According to GaDOE, each high school can pick ANY ONE OF SIX different tests from the CAREER CLUSTER ASSESSMENT INFORMATION SHEETS FOR ARTS, AV TECHNOLOGY, and COMMUNICATIONS for any specific department to end their pathway. This non-uniformity needs to be resolved because some of the high school teachers are diverging from the TCSG curriculum sometimes by de facto mandate of the high school. Additionally, incompatibility exists because of the number of contact hours that students get on the high school level and the competing requirements of the counterpart high school class. Some of these issues have been resolved, but at the local level (i.e., a specific TCSG college to specific High School). We need to resolve the issue GLOBALLY for all TCSG schools and ALL counterpart high schools.</p> <p>Some high school students are bussed in to the Technical College to take the Dual-Enrollment classes.</p> <p>Questions raised included: How do TCC classes fit into a Dual-Enrollment's matriculation if they decide to attend the Technical College they got a TCC program from? Does the TCC exempt the students from some classes when they enrollment as a full college student after graduation from high school?</p>
<b>CONCLUSIONS</b>	<p>Britt volunteered to organize a conference call regarding dual enrollment practices and college high school curriculum for review/alignment with TCSG courses.</p>

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Set up a conference call on dual enrollment practices.	Britt Pitre	Spring 2018
Collect and share high school curriculum.	Britt Pitre	Spring 2018

**ATTENDANCE**

EVERYONE

<b>DISCUSSION</b>	<p>We discussed attendance policies and a possible CHANGE in the attendance-keeping protocols because Blackboard/Banner Attendance may not fulfill all of the State mandates for attendance. One college uses Gateway instead of Banner Attendance. We discussed many different solutions for taking attendance, especially for Hybrid and Online classes. Brian explained his approach, which is an Adaptive Release solution on Blackboard. A student cannot progress through assignments any other way than numerically. The student cannot complete assignment #1 skip assignments #s 2-5 and then jump in and do assignment #6. The completion of the sequence of assignments determines attendance as well as grades.</p> <p>A discussion on whether attendance policies are useful followed. Amy Hollowy clarified that specific attendance policies at a college can be determined by the college.</p>	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**OPEN DISCUSSION**

EVERYONE

<b>DISCUSSION</b>	<p>Colleges may want to use the student TECHNOLOGY FEE to cover cost of a Lynda.com subscription.</p> <p>ADA COMPLIANCE: We are encouraged to share information on ADA compliance/Closed-Captioning solutions for the video that we use in the class. It was noted that Lynda's transcriptions are very good for ADA compliance.</p> <p>BlackMagic has a whole curriculum and free software for Visual Effects.</p> <p>FXPHD—website for visual effects training.</p> <p>Faculty can contact the Department of Labor and request they send a rep to observe what the student needs in the classroom for ADA accommodations.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**NEXT MEETING**

BRIAN MCDANIEL

<b>DISCUSSION</b>	The next IFCC meeting is tentatively scheduled for October 19, 2018 at 10 a.m.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	