I. CALL TO ORDER
   The Cameron University Long-Range Planning Committee met on Wednesday, January 23, 2008. Chair Mary Penick called the meeting to order at 3:30 p.m. in Room 104 of the Student Union.

II. ROLL CALL

III. APPROVAL OF MINUTES
   Committee members reviewed the minutes of the November 14 and December 13, 2007, meetings. Ted Snider requested that in the December 13 minutes, all references to “pass skills” be capitalized. In these instances, “PASS” serves as an acronym for Priority Academic Student Skills. Jim Lambert moved that the minutes of the November 14 and December 13 meetings be approved as amended. Sylvia Burgess seconded the motion. The motion carried unanimously.

IV. ONGOING BUSINESS
   Chair Mary Penick stated that the purpose of this meeting was to determine the Long-Range Planning Committee’s next steps with regard to the recommendations prioritized at the November 14, 2007, meeting. These prioritized items include achieving classroom excellence, BRAC, and psychological counseling for students. Chair Penick suggested that the committee send this list to President Ross. Discussion of next steps followed. Jim Lambert stated that this committee is a recommending body to President Ross, a “think tank” so to speak. As such, our work is not finished at this stage, and the recommendations must be carried forward. Our three top-tier recommendations should be presented to President Ross for her opinion, and she could assist in targeting one or more recommendations for further research. Jim also noted that the second tier recommendations established at the November 14 meeting also deserve mention. Chair Penick stated that the committee should present the prioritized list to the Faculty Senate. Jim Lambert made a motion to carry forth to the Faculty Senate a resolution that the three top-tier recommendations (achieving classroom excellence, BRAC, and psychological counseling for students) are the highest priority for further research and implementation. It was then suggested that Elder Hostel be included in the top tier. Jim amended his motion to include Elder Hostel as a fourth recommendation in the top tier. A discussion of Elder Hostel followed. It was noted that Elder Hostel fits into President Ross’s vision of building and strengthening alumni relations. In the past, Elder Hostel was scheduled during the summer, hosting 50 or more participants annually and providing an invigorating learning environment. Because this is an established program, it would be relatively easy to reinstate. It was noted that there are many cultural institutions in the area, such as the Ft. Sill Museum, the Western Heritage Museum in Duncan, and the Wichita Mountains Wildlife Refuge Welcome Center that can contribute to the Elder Hostel learning experience.

Ted Snider seconded Jim Lambert’s amended motion to send the top four recommendations to the Faculty Senate. Sylvia Burgess questioned whether it is sufficient for the Long-Range Planning Committee to send a list of recommendations to the Faculty Senate. She asked whether the committee should instead draft a plan of action, indicating the need for these recommendations and how they would be carried out. At this time, Chair Penick called for discussion regarding developing an action plan for each of the prioritized recommendations: achieving classroom excellence, BRAC, psychological counseling for students, and Elder Hostel.
Achieving Classroom Excellence (ACE)

The discussion began with the question of how Cameron is involved in ACE. Jim Lambert stated that ACE should not be our highest priority since we cannot do anything about it. This is legislation directed at high schools, not higher education. However, more people should be made aware of this legislation. The hope is that through more testing and remediation in high school, there will be less need for remediation in universities. Sylvia Burgess noted that there is much angst among school districts due to lack of funding for ACE. It is expensive to administer and validate exams. Ted Snider made a point that if there is no funding, this law will not go into effect. The discussion turned to the two tracks for graduation provided through ACE: college preparatory and core. It was asked what options existed for students not enrolled in college preparatory courses. It was stated that those students would learn technical skills, attending a technical school or VoTech for half a day and high school for the other half. However, all students are still required to pass the EOI tests. Chair Penick asked whether ACE would affect concurrent enrollment of high school students at Cameron. The thought was that it would not affect Cameron, but would increase enrollment at VoTech. Carla Guthridge noted that while ACE legislation does not apply to Cameron, achieving classroom excellence in Cameron’s classrooms should be looked into. She explained that there is a growing disconnect between technology-savvy students and traditional methods of teaching that needs to be addressed. Jim Lambert reiterated that Cameron needs to become aware of ACE and that information regarding ACE be referred to recruiters. He stated that there is no task or action associated with this topic. Chair Penick stated that if there is no task associated with ACE, it is not worthy of mention and there can be no long-range plan. She went on to say that the committee should take a second look at our recommendations with tasking in mind.

BRAC

Chair Penick began the discussion of BRAC by suggesting that class scheduling should be studied, to include a study of short-term courses advantageous to BRAC’s six-week time constraints. A suggestion was made that one-hour courses could be offered. However, Ted Snider emphasized that offering one-hour courses becomes a crediting nightmare because a one-hour course may not equal a three-hour course. He explained that a three-hour course consists of 2,400 classroom minutes. It would be difficult to provide the content of a three-hour course in one-third of the time. However, the point was made that online and video courses do not equal 2,400 classroom minutes, yet offer the content of a traditional course. Ted suggested that a task force be organized to study scheduling of courses. Sylvia Burgess noted that President Ross is a member of the BRAC task force, which is currently looking into comparable programs already in effect at Ft. Bliss. This task force has determined that there is a definite need for leadership courses. Chair Penick then summarized the discussion into a list of tasks associated with BRAC. She stated that the committee should recommend the development of a task force to work with Frank Zittle. The task force should include representatives from Ft. Sill and the MWR Program. It should investigate programs offered at other universities, develop scheduling guidelines, and develop guidelines for course design that would satisfy regulations. More discussion followed on a variety of short-term course options. These options included night programs, three-and-one-half week courses, one-week courses, and hybrid courses utilizing both in-class and online components. It was stressed that since today’s students want to work online, we should move them in that direction. Sylvia Burgess stated that online study could be a significant part of BRAC courses and could also be incorporated into the Adult Degree Completion Program. BRAC, online, and adult degree completion could be combined. It was then determined that the Long-Range Planning Committee recommend to President Ross alternative delivery methods that would address the needs of BRAC as well as appeal to graduating high school students.

Psychological counseling for students

It was stated that President Ross would agree with the need for psychological counseling for students. Jim Lambert stated that expert resources should be called in to define what is needed. Sylvia Burgess noted that the Psychology Department has already done research in this area and could serve as a resource. Carla Guthridge suggested that the Police Department as well as Criminal Justice be involved. Jim added that other useful resources would be Christian Family Counseling and Jennifer Pruchnicki and the Office of Student Development. There was further
discussion regarding the importance of a one-stop psychological counseling center located on campus and easily accessible to students. Sylvia suggested that, before moving forward, the committee ask Vice President McArthur if there is an ongoing process already in place to avoid duplication of effort.

**Elder Hostel**

Chair Penick inquired what was necessary to revive Elder Hostel at Cameron. Jim Lambert stated that Elder Hostel falls under the responsibility of Frank Zittle and the Office of Continuing Education. He suggested the committee visit with Dr. Zittle to determine if there is interest in reviving Elder Hostel. If so, Dr. Zittle would need to do the initial research on the process of reestablishing Elder Hostel at Cameron.

Jim Lambert concluded that the Long-Range Planning Committee should revise its three top-tier recommendations to include: 1) BRAC, along with online and adult degree completion; 2) psychological counseling for students; and 3) Elder Hostel.

Jim Lambert made a revised motion to forward the three top-tier recommendations to Vice President McArthur. Sylvia Burgess seconded the motion. The motion carried unanimously.

Jim Lambert stated he would take the lead in mapping out next steps for Elder Hostel and Sylvia Burgess stated she would take the lead in determining next steps for BRAC. It was determined that kick-off meetings will be scheduled with the appropriate parties if Vice President McArthur approves the committee’s recommendations.

**V. ADJOURNMENT**

Chair Penick adjourned the meeting at 4:30 p.m.

**VI. NEXT MEETING**

The next meeting of the Long-Range Planning Committee will be on Wednesday, February 20, 2008, at 3:30 p.m. in Room 104 of the Student Union.

Respectfully submitted
Monika Linehan
Secretary, Long-Range Planning Committee