Facility Assembly Minutes
11/21/2014
Thursday, November 21 BSH 114 2:40 p.m.

I. Chair’s Report
1. Guest Speakers:
   i. Teresita Fawcett, Fletcher Center
      a. Quality Matters by Professor David Karen
      b. Peer Review Content (Is it aligned so that the student meets the outcome?)
      c. Good for professional development
   ii. Craig Fentress and Julie Horton – IT and LT
      a. Full funding for iPads
      b. Online evaluations: Please remind your students. Hybrid students will also get an online evaluations (many instructors have already given the paper evaluation)
      c. Adobe connect accounts not being used, please inform Dr. Horton
      d. Improving the wireless on campus with more access points
      e. Server names are changing: HCC student server and eventually a different one for staff to login. Encourage students to login as themselves (mandatory in the future)
      f. Printing: 65,000 pages a month in LSC alone, please be aware of what and quantity of printing is happening in your class
      g. Any training requests, let Craig Fentress know the type of training that you need
      h. Issues with the Internet are under review
   iii. Dr. David Warner Question Session
      a. Turnitin.com
         i. From Dr. Horton: number of faculty that will be using it is the concern from the President. Each division needs to get a total number of possible users within their division and send it to Professor Harsh
      b. Professional Development Forms A versus B
         i. In writing, the new form is not mandatory. This is a pilot. The president likes the new form. If the new form has items that you have a problem with, discuss it with your division or you can send it Professor Harsh for discussion
      c. Upward Evaluations (including adjuncts)
         i. The faculty is interested in providing evaluations of the division/directors/vice presidents, send who/what/areas you would like to have evaluated to Professor Harsh

2. Approval of 9/19/2013 minutes were approved unanimously

II. Old Business
1. Professor May, Academic Standards, What Makes an A, B, C, D, F student?
   i. This is generated from Middles States Standard, Chapter 7, academic rigor, grade distribution, etc.
ii. What does a ‘C’ mean in your course comments:
   a. In order to meet program outcomes, they must meet 70% of the skills
   b. ARRT registry, 75% is the lowest grade they can receive; Health Science is mandated to change to 70%; this means one grade ‘C’ be considered both passing and passing; standardized outcome
   c. Sciences: adequate, minimal; minimum to move onto the next level; ‘D’ on shaky ground to go on the next level.
   d. English: on grading rubric 70% is good; rubric gives specific points to achieve final grade; there is a lot that goes into the ‘C’ other than just writing
   e. Developmental – consider to be competent to achieve at the next level.
   f. Technology – average skills are competent; ‘D’ is less than that; ‘C’ at an average level, comfortable that they can perform but they are not competent;
   g. C student has a working knowledge of the material; not a mastery
   h. Demonstrate learning but continue to raise the bar with each assignment
   i. With a ‘C’ a student has the knowledge but can’t really apply it—lacking critical thinking skills; ‘B’ can apply critical thinking skills with assistance; ‘A’ can utilize critical thinking in all areas
   j. Some student do not have a ‘D’ grade; not transferable
   k. It not about losing points, it is about earning points. You can meet all the points but if you haven’t done it well, you will not earn the highest grade.
   l. What is competent--use that as the benchmark of the rubric; understand how they can add to it (rubric goals) to get a higher grade. If you do exactly what the rubric says, that is the bare minimum. You need to expand your thinking.
   m. Be careful that the student isn’t showing how to achieve the assignments, there has be a demonstration of true understanding with depth of thought. Avoid the lock step of certain types of rubrics.

iii. Types of Critical thinking activities
   a. Application skills
   b. Case Studies; simulation
   c. Analysis of court cases and apply to topic in cyber (their conclusions)
   d. You have to evaluate results because there are limitations. Standard rules don’t always work.
   e. Students do research and then have classroom debates where they apply what they have research

2. Next meeting: What makes a ‘B’ student?

III. Governance Committee reports
1. Academic Council
   a. College, because enrollment is flat and the budget was built on an increase ($300,000 deficit); okay for the spring but need to get number of students up
2. Academic Standards
   a. Discussing Pass/Fail
3. Administration and IT
a. Media Policy – see the attached; policy review; **ASSIGNMENT:** Read the attached policy, send serious concerns to Professor Harsh, Remember: if you are using a Facebook or Twitter for College related communications, you must friend LeAnn Mauck

4. Curriculum Committee
   a. Continuing to getting programs down to 60 credits; continuing problems with transfer programs;
   b. Grade scale with 75% versus 70% for a ‘C’ is a continuing problem

5. Teaching and Learning
   a. Nothing to report

6. Student Affairs
   a. Nothing to report

7. Human Resources
   a. Meeting in January

8. Governance
   a. New smoking committee
   b. Communication committee: new appointee Ellen Smith

9. Technology Planning Council – new faculty representative needed
   a. Rolling out electronic storage images (3-4 year process). First area will be purchase orders; health sciences and nursing will be first—some already use it

1. Ad Hoc Committees:
   i. FLPTC
      a. Met once; looking at how other college assess their faculty load; contact hours versus mode (lecture; online; hybrid); all over the map
   ii. Safety and Security
      a. Finding out what the safety and security issues are
      b. Safety Day December 5 at the Hilltop Grill; active shooter video, other activities are planned
   iii. Campus Communication
      a. Survey 177 responses; great return
      b. 25+ pages of comments to review
   iv. New Smoking committee membership: DJ Maldron, Dr. Lore Kuehart, Dr. Cordani

No Faculty Assembly in December (Happy Holiday!)
Next Faculty Assembly: February 20, 2014
Reminder: Nominations in February for Faculty Chair, Vice Chair and Recorder

Upcoming events:
Robinwood Players, December 5-8, Shakespeare’s Twelfth Night
Learning Support Center and Testing Center are open Saturday and Sunday after Thanksgiving
PAR Holiday Reception: December 13, Kepler Theater, Happy Hour, cash bar, appetizers
Fletcher – celebrate the end of the semester, December 10 and 11, 11:30-2:30, with a potluck luncheon; all are invited
Student Art Show, first week in December 8-13

Membership of Faculty Assembly Executive: Stacey McGee/Lori Spessard, Joe Mason, David Maruszewski, Mike Harsh, Bev Witmer, Melinda May, Richard Campbell, Trudy Gift

Trudy Gift, Recorder