

## Faculty Assembly September 15, 2022

61 Faculty Participants in Attendance BSH 114

Meeting Began at 2:35pm

### New Faculty Assembly Executives Welcomed

Faculty Assembly Chair, Eric Schwartz welcomed all faculty back for the fall semester. He introduced himself, along with the other members of the Faculty Assembly Executives- Olu Bamiduro as Vice Chair, and Megan Dayhoff as Secretary.

### President James Klauber's Remarks

Dr. Klauber also welcomed Faculty back for the fall semester.

The ATC renovation/redesign has been added to next year's budget. The funding for the design portion of the ATC Renovation is in the MACC Prioritization list in the amount of \$294,000. This will provide the funding for the engineering and design work, and then next year they will fully fund the project itself.

The Middle College program is growing. Completion rate data shows that 90% of Middle College students are completing Bachelor's programs within a 4-year timeframe. In consideration of the Kirwan initiative go-live next year, Dr. Klauber believes Middle College program enrollment will continue to increase. Data has shown only 22% of Middle College students stay in Maryland for the completion of Bachelor degrees. Dr. Klauber took this information to a recent meeting with the chancellor of the University System of Maryland, where he advocated for additional opportunities to be offered here at HCC. As the demand for qualified faculty is expected to increase at local four-year institutions, Dr. Klauber stated he would support HCC faculty who may also want to teach within the University System of Maryland, if they are qualified to do so.

Dr. Klauber assured faculty that he does read all of the ARPDP forms and thanked everyone for their completion. He commented that he was surprised by the number of faculty who are not seeking promotion, despite meeting the criteria to apply. He encouraged all faculty who are eligible, to pursue promotion.

### Program Updates:

1. HCC is moving forward to establish a paramedic program in partnership with Washington County. Students will be awarded credits for working for the county emergency services, and will have an opportunity to finish a two-year degree here at HCC.
2. In consideration of the current and future programs offered through the D.M. Bowman Family Workforce Training Center, Dr. Klauber is investigating a construction management degree, where students could earn credit hours at HCC, along with apprenticeship opportunities at partnering agencies.
3. In the career studies area, an A.A.S. degree in Culinary Studies is being developed in partnership with The Orchards Restaurant in Chambersburg, PA.
4. The Medical Sonography (Ultrasound) program is moving forward in the planning process.
5. Only in the 'brainstorming' phase, Dr. Klauber mentioned the opportunity that may exist for the development of a healthcare facilities engineer degree. With the school of osteopathic medicine coming to the Meritus/Robinwood campus next year, Dr. Klauber foresees much demand in this area of expertise.
6. There is exploration of expanding the Registered Nurse program- an evening/weekend cohort.

The Culinary Incubator is offering a Sunday brunch series now through November 6<sup>th</sup>. The cost is \$18 per person.

The business incubator has started a book series with Gino Wickman's The Entrepreneurial Leap. There are currently 10 students signed-up to participate.

## **Fletcher Center Report—Linda Cornwell**

Linda welcomed everyone back for the fall semester. She mentioned there have been some 'glitches' with DSS paperwork, and reminded all faculty that students must take action to acknowledge any accommodations. Linda states students should be instructed to contact the DSS office if they are seeking accommodation and the faculty member has not received notification. Linda encouraged all faculty to check out the Fletcher Center calendar. She and Dr. Renninger are working in conjunction to offer faculty-lead workshops.

Linda and Kendra Perry are in the development stages of creating an equity learning circle. If any faculty are interested in participating, they should contact Linda or Kendra.

Linda also encouraged faculty to review their listed job title in Outlook. If the listed title is not correct, contact HR.

## **Faculty Only Meeting:**

- I. Approval of April 2022 minutes: Motion to approve minutes- Alicia Drumgoole, was seconded- Diana Neeriemer and confirmed by unanimous vote.**

- II. Announcements**

- a. Alicia Drumgoole- Campus Book Committee- The committee met in August and has selected a new common read for the year- Walking to Listen by Andrew Forsthoefel. The author is under contract to come to campus for a two-day event in the spring. The event is being planned to include the broader community. Alicia encouraged everyone to consider including the book in course materials. A survey was sent to all faculty during workshop week to gauge the use of the previous common book in classes across classes/divisions.

- III. Committee Reports**

- a. **Teaching and Learning**— co-chair Danny Webber – no report
- b. **Faculty Affairs** – co-chair Kate Benchoff- no report, new guidelines for promotion to full professor were published in the newest/current faculty guidebook.
- c. **Academic Standards** - co-chair Amanda Miller, no report- committee will be meeting in October. Will further discussions on students who request multiple majors.
- d. **Student Affairs** – co-chair Melinda Howell, no report
- e. **Admin & IT** – co-chair Ed Sigler, no report
- f. **Institutional Assessment** – co-chair Tanda Emanuel, no report- meeting scheduled for 9/22/22.
- g. **Campus Safety** – co-chair Harald Jazdziewski, no report
- h. **Curriculum** – co-chair Sean Wynkoop, no report.

- V. Chair's Report**

- a. Reminder to everyone about important semester dates- 15 week rosters are due by Friday 9/16/22 at noon.
- b. The peer review process will soon start for those applying for promotion this year. The names of faculty volunteers who are willing to serve as peer reviewers were to be sent to Dr. Renninger by 9/15/22. The Chair asked that all willing volunteers communicate with F.A. secretary, Megan Dayhoff no later than Monday 9/19/22, given the meeting date. Names will then be forwarded to Dr. Renninger.
- c. The shared governance committees were reviewed. Eric reminded everyone to confirm their committee assignments and communicate directly with him, any changes to committee assignments. He is to submit committee rosters next week. All faculty are encouraged to participate in the shared governance process. The F.A. is reminded to review the process for submitting charges to shared governance committees- this information can be found on the shared governance webpage.

- d. Enrollment: The overall college headcount rose over 10,000 in FY 2022, a gain of over 1,300 students. Gains primarily came from non-credit headcount. Credit students generated 13.2 credits each, which is down a half credit from 10 years ago. Non-credit students registered for an average of 1.5 courses each, which is relatively consistent. Fall -to-fall and spring-to-spring enrollments increased from FY 2021 to FY 2022, but summer-to-summer enrollment experienced a significant decline. FTE trends reflect the trends in overall headcount and credit production. Slight decrease in credit FTE and increase in non-credit FTE in 2022, compared to one year ago.
- e. Other items discussed
  - 1. Conex Ed- no new information to share, no update on when faculty will be expected to use Conex Ed for student advisement.
  - 2. Ad Astra will be used for FA 2023, but will not be implemented by SP 2023.
  - 3. The IT department has expressed concern about the variety of software platforms being incorporated in to courses without having a central repository for specific software information. The IT department would like to develop a central place for data collection.

**VI. Other matters**

- a. The Chair opened the floor for discussion on meeting format preference. The Chair suggested that Microsoft Teams could be used for F.A. meetings in lieu of face-to-face meetings each month. The majority present agreed to participate in a Teams meeting next month, at which time a formal vote would be taken on venue preference (face-to-face or Teams). Most agreed that exploring the Teams platform before making a decision about meeting place would be helpful.

**VII. Adjournment at 3:32**

**VIII. Next meeting Thursday 10/20/2022 2:30 PM via Microsoft Teams**