

ACADEMIC COUNCIL

February 25, 2021

Meeting Minutes

Attendees: N. Arnone, V. Beache, L. Bird, K. D'Ambrisi, K. Hammond, M. Hendrickson, L. Montgomery, D. Poole, R. Rohan, D. Ryan, D. Schoenenberger, D. Warner,

Guests: T. Crawford, J. Klauber, C. Ranalli

Minutes submitted by L. Bird

Approval of Minutes

The minutes of January 28 and February 11 were approved as written.

Enrollment

Credit Spring-----2/23/21 HC -11.1%, FTE -12.2%
Non-Credit -----2/22/21 (FTE = 367), 2/24/20 (FTE = 550)

Dr. Warner reported that more ESSENCE registration is taking place. He requested that everyone continue working as hard as possible on enrollment.

Assessment Discussion

Dr. Warner welcomed Dr. Klauber, Carlee Ranalli and Tom Crawford to the meeting. C. Ranalli is assisting T. Crawford (co-chairs) with assessment until the new Dean of Instruction is hired. It was explained that the assessment process is faculty driven with administrative support. The process is currently in the information gathering stage. They would like to know the barriers, challenges and any ideas. A timeline will be developed for the assessment process. Artifacts will be reviewed to see what they are 'saying.' Assessment will be moving from a distributive to cross-curriculum approach.

After much discussion, it was decided to form an ad hoc committee between academic standards and curriculum to focus on assessment. Membership includes: C. Ranalli, T. Crawford, Dr. Warner, D. Ryan, R. Rohan, Dr. Hendrickson, Dr. D'Ambrisi, and L. Montgomery.

No Dean of Instruction Update

The search committee interviewed four candidates to date. Another interview will take place on Tuesday. Dr. Warner shared that almost a third of all of the candidates had dean level experience and a terminal degree. Someone may be in place by April, but candidates may not be here until after the spring semester ends.

The fall 2021 schedule is coming along. It is anticipated there will be more F2F classes this summer and aiming at 30% for fall.

Ninety-eight percent of the students that piloted inclusive access with Pearson stayed in. Approval to expand has been received from the Board of Trustees. Directors were requested to let Dr. Warner and L. Bird know of any faculty that would like to use inclusive access. The hope is to move from 4 to 10 courses staying with the same publisher, then it will be opened up to more. Tammy Crocket and David Bittorf should be kept informed. L. Montgomery agreed to coordinate.

The end goal is to have all faculty entering grades in Self-Service. Currently, adjuncts are unable to do so. Grading can be done in WebAdvisor or Self-Service for 21/SP, but only Self-Service for 21/FA.

Dean of Distance Learning Update

Last week S. DeMartino reminded everyone about the Testing Center's procedures. Contact Dean Beache or S. DeMartino if you have any questions.

Dean Beache reminded the Directors to start thinking about new programs/certificates that can be transitioned to the 100% online list for FY22 so that planning can be done as the MHEC guidelines are changing. The category for online classes is for classes offered online, not offered via the hybrid method. The priority is to clean up current classes.

The Teaching and Learning committee continues to work on the Guidelines for Online Course Management.

The Intellectual Policy is coming back to the Teaching and Learning committee with changes from Faculty Assembly. Changes will be made and a draft will be brought back to Academic Council.

A pilot group is working on course outcomes in D2L. The goal is to expand, but that will be temporarily put on hold. D. Schoenenberger shared her division is ready to move forward because they are standardized so their outcomes could be entered in D2L for fall assessment. Other directors are not ready yet.

Dr. Warner shared that the Title III grant has an online component. A list of online courses need to be identified with the grant. They would be gen ed online courses that would have the most student impact: need improvement, not designed well, not engaging for students, need technology, high enrollment – low success rate.

Faculty Assembly Chair Update

There was a marathon Faculty Assembly meeting last Thursday. Questions about Proctortrack will be directed to Dean Beache. A meeting will occur between Dan Ryan and Dean Beache prior to her coming to Faculty Assembly.

Intellectual Property policy is on hold. D. Webber is going to a meeting today. The expectation is that it will be going to the Board of Trustees in March.

There is some confusion about faculty advising and the faculty member's responsibility. Since most faculty are 10 month employees, who will be responsible for advising during those 2 months?

Ability to Benefit

D. Schoenenberger explained how Ability to Benefit (ATB) applies. She reported that Dr. Scheetz has been very helpful.

Commencement

Reminder – Commencement will be held at NHHS on May 15.

Positions

- Dr. D'Ambrisi and Dr. Warner will be interviewing the final candidate for the Health Sciences office associate position tomorrow
- L. Montgomery and search committee are currently interviewing for the open BIO faculty position
- Next meeting will be March 11 at 9 am via Zoom

Future Meetings

March 11, 2021	April 8, 2021	May 6, 2021
March 25, 2021	April 22, 2021	May 20, 2021