

ACADEMIC COUNCIL

July 28, 2022

Meeting Minutes

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

Excused N. Arnone, E. Schwartz

Minutes submitted by L. Bird

Welcome

Dr. Warner reported that the CPB has no air conditioning. V. Ippolito shared with him that the contractor has isolated the problem. The hope is to have air conditioning restored by noon on Friday.

Reflection

"In many cases, thinking that we are limited is itself a limiting factor. There is accumulating evidence that suggests that our thoughts are often capable of extending our cognitive and physical limits." - Ozgun Atasoy

Approval of Minutes

The minutes of July 14th were approved as submitted by L. Montgomery.

Enrollment Update

This week's enrollment reports were reviewed. Dr. Warner hopes the numbers hold or get better. It was reported that Advising has been busy. They are having walk-in Mondays and Fridays. The directors that are assisting with advising mentioned that it is nice to have an IT representative there helping with student passwords. The directors shared that each student has unique needs and that not all are new students. They also expressed that Angie Auldridge is doing a good job.

Dean of Instruction Update

Dr. Renninger reported that students cannot access the SLOA COGs and POGs. Those are only accessible by anyone that has an email address ending with @hagerstowncc.edu.

A summarized report can be developed for Gen Eds and ILOs.

She is pleased with the division reports and would like to showcase some of them.

Faculty are receiving feedback about what they are submitting. Dr. Renninger would like to share some exemplary examples. There is more analyzing being done as opposed to collecting data.

The fall 2022 final schedule will be uploaded to the Fletcher Center's website. It can also be found here: <https://www.hagerstowncc.edu/docs/final-exam-schedule>

There was discussion regarding the workflow for questions from the Registrar. This will be discussed over the next few months.

Dean of Distance Learning Update

The Fletcher Center will be hosting the office associates for lunch. D2L will be discussed.

Dean Beache reviewed the New Full-Time Faculty Orientation Program report that was distributed with the agenda. The program is designed to help new faculty members complete their first year successfully. Contact Dean Beache with any questions. Directors were asked to strongly encourage attendance in the program.

The NC Sara application has been completed.

The question was asked if MOL classes were only for program seeking students. Dr. Warner recommended the classes be open to non-program seeking and program seeking students.

Dr. Warner also requested that we begin offering online labs again. Dr. Poole stated that the HU division is offering Spanish and drawing online classes this fall. She explained interest is growing in those classes.

Faculty Assembly Chair Update

None

Kirwan Update

None

Adjunct Credentials

Dr. D'Ambrisi sent some changes to Dr. Renninger so the credentials list has been updated.

Dr. Warner explained that there had been good discussions about the various stages. The degree may not be met, but experience could supersede. The current standard does not state what we are doing; therefore, it needs to be updated/revised to reflect what we are doing. Dr. Warner thanked Dr. Hendrickson for the material she shared. Once the standards are developed and documents are revised, division directors will be expected to enforce what is cited.

Directors should review the list, make decisions based on their programs, and then update the list. Once completed, the other pieces (MOAs, hire letters, job descriptions, etc.) will need to be reviewed to clean things up for Kirwan in the next couple months.

Those scheduled to attend the upcoming NACEP conference will do so. Ongoing work will continue with WCPS and then a reassessment will be done.

WCPS sent a draft of their yearly schedule with the five HCC agreed upon programs (Business, General Studies, Administration of Justice, Education, Computer Studies) included.

Kirwan is a Maryland law and does not apply to private or out of state schools.

There was additional discussion about ESSENCE classes and how it is determined which classes are offered. Kevin Crawford is the liaison between HCC and WCPS. Division directors make decisions as to how/when classes are offered.

Workshop Agenda

The August 2022 agenda was reviewed. It was requested that the start time of the division meetings be moved from 1:00 pm to 1:30 pm.

MACC Call for Proposals

Dr. Warner shared that the 10th Annual MACC Summit (Maximizing Transfer for Student Success) will be offered on November 4 at CCBC – Catonsville Campus. Call for proposals is open and will close on September 26. Ten participants from each institution will be allowed to attend.

Panopto Usage

Panopto software usage was discussed at a recent Cabinet meeting. Due to the software's expense, we would like to see more usage. Directors were asked to discuss the topic with their faculty during August division meetings and give feedback to Dr. Warner.

Performance Reviews

Dr. Warner shared that everyone has done an outstanding job with submitting performance reviews. There are still two outstanding reviews that need to be submitted.

ARPDPs

Four divisions have submitted all their ARPDP forms. Dr. Renninger has reviewed three of the four divisions' forms and those have been given to Dr. Warner for review. Directors were asked to set new goals on the FY23 ARPDP forms for any new full-time faculty members in division.

Positions / Vacancies

EM division: BIO FT faculty and science lab positions remain open; CHM FT faculty hired

NUR division: interviewing for lab coordinator position next week

HS division: DHY FT faculty hired; one position still vacant

DV division: Management Information Specialist position (part-time) open

Other/Announcements

- Next meeting will be held August 11 from 9-11 am in STC-182

Future Meetings

August 11, 2022

August 25, 2022

September 8, 2022

September 22, 2022

October 6, 2022

October 20, 2022