

ACADEMIC COUNCIL

August 11, 2022

Meeting Minutes

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

Excused E. Schwartz

Minutes submitted by L. Bird

Reflection

“Every thought has the power to bring into being the visible from the invisible. It is necessary for us all to understand that everything we think, do or say comes back to us. Every thought, word or action – without exception – manifests itself (in some way) as an actual reality.”
- Ann Wigmore

Approval of Minutes

Director Montgomery moved to approve the July 28th minutes and Director Hammond seconded the motion. The minutes were approved as written.

Enrollment Update

Dr. Warner explained that the FY23 budget was built on flat enrollment. He also mentioned the need for enrollment growth to sustain the college. Retention and Registration have been busy.

Full-time faculty load was discussed. Dr. Warner shared that he would accept one class with enrollment under 10. There must be online labs scheduled for 23/SP. Discussion ensued about various topics (being aligned as efficiently as possible, cutting programs does not mean enrollment growth, review of section caps again, consistency among online caps).

Dean of Instruction Update

Dr. Renninger reported that the full-time faculty guidebook will be uploaded to the website shortly. The summary in the front highlights the changes that were made (e.g., faculty sick time reporting, Commencement or Honors Convocation absence to be recorded in Kronos, Outside/Additional Employment form can be found in Kronos, etc.).

The adjunct faculty guidebook will be finished soon and then uploaded.

The faculty that she contacted based on reviews with COGs and POGs are excited to present at the Celebration of Learning with Faculty on August 24.

Dr. Warner would like to have the Celebration of Excellence be an annual event. He would also like to see SLOA training sessions in the Fletcher Center throughout the year. Focus and training needs to continue with the Middle States visit coming. Inspect what we expect.

Dean of Distance Learning Update

Dean Beache distributed and reviewed copies of the MOL course sharing document. She stated, that they are willing to expand the shared course offerings if there is support for this shift.

Adjunct faculty orientation (via Zoom) will be held next Monday, August 15 from 5:30-6:15 pm. Invitations went out to all adjuncts via email and standard mail. There will also be a reminder posted in D2L.

The first session for full-time faculty orientation will be held Monday, August 22 in the Fletcher Center. Linda Cornwell has already been in direct contact with the new faculty members.

Faculty Assembly Chair Update

None

Kirwan Update

None

Adjunct Credentials

No additional submissions have been received. When directors are ready, the information should be submitted to Dr. Renninger and Dr. Warner.

MACC Call for Proposals

Dr. Warner reminded the directors to share the information about the call for proposals with their faculty.

Panopto Usage

Directors were asked to check with their faculty about Panopto usage. Another option would be considered if available.

Load

Discussed earlier. Questions should be directed to Dr. Warner.

SLOA

Discussed earlier.

ARPDPs

Dr. Renninger has reviewed four divisions and forwarded them to Dr. Warner for review.

Outstanding Adjunct Reminder

See L. Bird's 8/5/22 email regarding the projected timeline to select the 2023 Outstanding Adjunct of the Year.

1st 7.5 and 15 week MOAs

The MOAs for classes starting August 29 will be pulled and distributed on Friday, September 2. Directors were asked to ensure classes with no/low enrollment be cancelled prior to that date.

Trip Permission Form

The Trip Permission form will be transitioning to a Passport form.

Workshop Preparations

Dr. Warner reminded the division directors to prepare for workshop week: division meeting, faculty dinner, etc.

Positions / Vacancies

Director Montgomery: BIO FT faculty interview tomorrow; lab tech is in the process of being hired

Dean Beache: looking to hire part-time Testing Center Assistant

Director Arnone: CSC FT faculty interview next week; hoping for a fall start; CVT Program Assistant Coordinator being hired

Director Hammond: an offer has been extended to the lab coordinator candidate

Director Schoenenberger: two resignations (MIS and office assistant); opening in LSS for science

Unit Planning meeting invitations coming out today

Other/Announcements

HCC received \$5.8M grant for the Bowman Center on Northern Avenue

MHEC never made the Paramedic program inactive; closed site approved for WSCE offering; accreditation will need to be maintained

Next meeting will be held August 25 from 9-11 am in STC-182

October 6 meeting will be held in STC-141

Future Meetings

August 25, 2022

September 8, 2022

September 22, 2022

October 6, 2022

October 20, 2022

November 3, 2022