ACADEMIC COUNCIL
September 10, 2020
Meeting Minutes

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

Guest: M. Cepeda

Excused: L. Bird

Minutes submitted by L. Montgomery

Approval of Minutes

The minutes of August 27, 2020, were unanimously approved.

Fall 2020 Enrollment

9/2/2020: HC = -10.5%, FTE = -9.2%

9/8/2020: HC = -11.1%, FTE = -9.1%

Dean of Instruction Update

Dr. Rothstein met with Carlee Ranalli regarding the mapping templates (Program Outcomes/Course Outcomes, Institutional Learning Outcomes and Program Review). It will take a while because the focus is on program review now. She is also meeting with Dr. Warner about KPI/UP data for program review, etc.

Let Dr. Rothstein/Carlee Ranalli know what data is needed for program review (5 year cycle). Course Outcomes will work through Academic Standards. Program Outcomes will go to Shared Governance as well.

Perkins grant request was approved as written.

Divisions were asked to submit textbooks orders. The Campus Store has to get approval from faculty to switch to a new edition unless the old edition is no longer available.

Dean of Distance Learning Update

The Distance Learning team will be meeting with D2L reps next week to discuss the trial of their updated learning outcomes assessment tool. There was much discussion on the topic of outcomes assessment, and internal processes.

Directors were asked to remind faculty about the live training sessions scheduled for the next two weeks. Topics include online course design, Proctortrack, D2L, etc.

Dean Beache shared updates on the Turnitin implementation. There was a lively discussion about Turnitin, and additional procedures that will need to be put in place.

Blackboard Ally integration will kick-off next week. Dean Beache will follow-up after meetings to provide additional details, and training information.

Faculty Assembly Chair Update

Dan Ryan suggested that Turnitin plagiarism training could be held during January workshop. It would be a good reminder and would help with faculty's use in class.

Faculty Executive Committee meeting today at 2:30 pm. The common question is about getting student reports to faculty that they are sick. What is procedure other than use the app? What is protocol/timeline? HR will reach out to student (not faculty).

Graduation will be October 2. Jackie Taylor should be provided with the name of a representative from each division.

Peer Review Reminder

Faculty should have already informed division directors about promotion. Directors should have responded with support or not.

Alternative Assignments for Compensation due September 9

The total hours on page 1 of the new form should align with the total hours on page 2, #4.

Official Fall 2020 Load Reports

The official 20/FA load reports will be distributed the week of September 21.

Positions

- The search for an English and Humanities Division Director continues.

- Interviews will be held for the lab tech assistant position on Friday.

Announcements

- Next meeting will be September 24 at 9 am via Zoom

Future Meetings

September 24, 2020	October 22, 2020	November 19, 2020
October 8, 2020	November 5, 2020	December 3, 2020

cc: J. Klauber, H. Soeffker-Culicerto, C. Ohl-Gigliotti, B. Kirkpatrick, C. Ranalli, faculty, division office associates, T. Strite