

ACADEMIC COUNCIL

September 23, 2021

Meeting Minutes

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

Excused: V. Beache

Guests: T. Crockett, J. Pfistner

Minutes submitted by L. Bird

Old Business

- Joseph Pfistner (Pearson rep) and Tammy Crockett gave an overview of Inclusive Access. They feel that spring will go smoothly. A process will need to be developed. The errors that have occurred in the past were discussed.
- Faculty requesting tenure do not require peer review. Peer Review Committee will meet to train next week.
- Unit Planning meetings have come to an end. FY23 budget will be input in Self-Service.

Enrollment

Credit Fall: 9/21/21 -- HC 0.2%, FTE -2.8%

Non-Credit: 9/21/20 (FTE = 107) FY21

9/20/21 (FTE = 163) FY22

HCC is currently leading other Maryland community colleges in enrollment per Dr. Klauber.

Dean of Instruction Update

The FY23 Academic Calendar was reviewed and presented at a recent ESSC meeting. The calendar seemed to go over well with partners across campus. Faculty are happy with the spring start date since it is after MLK Day. Calendar was approved as revised.

Dean of Distance Learning Update

Dr. Warner expressed his disappointment with compliance of some of the distance learning guidelines (e.g., dates for wrong semesters). Parents have been contacting him recently about various issues. He reminded Directors of the need to review faculty's D2L sites.

There was discussion about D2L's gradebook function. He will be talking with Dean Beache, Dan Ryan, and Brenda Huffman.

Dan Ryan said that some additional training may resolve the issues.

Faculty Assembly Chair Update

In response to a question, Dr. Warner explained that OERs are another option for reduced textbook fees in addition to inclusive access.

Dan Ryan shared that 59 faculty responded to his survey. Faculty were receptive (75%) to the August 15 / June 15 calendar for 10 month faculty. Dr. Warner's thought is to have a decision made before January.

All of the faculty positions for Shared Governance have been filled. He will send out the updated Shared Governance lists.

HCC 2021 Accountability Report

Dr. Warner reviewed the report and noted some outstanding areas:

- A. Fall credit enrollment: 17/FA = 4069 unduplicated headcount vs. 20/FA = 3433
- B. 1st time credit students dev ed needs: 17/FA = 70.6% vs 20/FA = 23.8% (he recommended to track the data to see how students are doing)
- D. ESOL unduplicated headcount: 17/FA = 270 vs 20/FA = 288

Next Academic Affairs Strategic Planning Session

Dr. Warner reminded everyone of tomorrow's meeting at 9 am in STC-182. The work will begin with Part 2.

14th Annual MCAPD Adjunct Conference

The conference is online and there is no registration fee. Linda Cornwell will be sharing the information with adjuncts.

Division Director Vacancy – Faculty Affairs Committee

Dr. Hendrickson volunteered to serve on the Faculty Affairs Committee.

Assessment

Nothing new to report.

Waitlists and Packaged Courses

There was a meeting on Tuesday about waitlists and packaged courses (Mike Martin, Chelsea Brereton, Dr. Warner, Laurie Montgomery, and Dr. Renninger). There is an issue with Self-Service and how it presents the information to the students. Before any changes are made, IT will be consulted to determine if there is something they can do to assist. Waitlists will need to be studied and then move forward.

Merged Sections in D2L

There are currently less than 10 individuals that are merging sections in D2L. Some of those are the packaged courses. The pronoun component will be turned on for better communication. There may be a FERPA concern with what students can see. Guidelines will need to be created to avoid any issues. Dr. Warner and Dr. Renninger will need to meet with Dean Beache and Brenda Huffman.

Positions

- Nothing new to report about the open faculty positions (MLT, DH, and Foreign Languages)
- CVT assistant position remains open

Other/Announcements

Next meeting will be October 7 at 9 am in STC-182

Flu clinic will be held on September 30, a second clinic will be held if not enough vaccines available

Meritus has changed their vaccine policy and are requiring COVID vaccinations for faculty, staff, and students. This impacts multiple programs. A meeting will be held later today.

Future Meetings

October 7, 2021
October 21, 2021

November 4, 2021
November 18, 2021

December 2, 2021
December 16, 2021

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