ACADEMIC COUNCIL
October 20, 2022
Meeting Minutes

Attendees: N. Arnone, L. Bird, K. Hammond, M. Hendrickson, D. Poole, L. Renninger, R, Rohan, D. Schoenenberger, E. Schwartz, D. Warner

Excused: V. Beache, K. D'Ambrisi, L. Montgomery

Minutes submitted by L. Bird

Reflection

"Distance never kills a relation. Closeness never builds a relation. It's the care of someone's feelings which builds faith and maintains relations."   *- Anonymous*

Approval of Minutes

Dr. Schwartz moved to approve the October 6th minutes and Director Hammond seconded the motion. The minutes were approved as edited.

Enrollment Update

Dr. Warner stated that spring credit enrollment (total headcount) was -8.9 and FTE was -4.9. WSCE enroll is up about 60 from last year.

Dean of Instruction Update

Dr. Renninger shared the FY24 Academic Calendar was approved by the Board of Trustees. She will upload the document to the Academic Council Teams space and the OA site.

Dean of Distance Learning Update – No Report

Dean Beache was excused from the meeting.

D2L Proposed Feedback

Dr. Warner confirmed the directors had a discussion with their faculty during their division meetings about the opening of D2L classes. Directors were asked to share faculty responses with Dr. Warner. There was a discussion about if the change could be a charge for the Teaching and Learning committee. Dr. Warner explained that the change was not a policy, it was an administrative decision. It could become a policy if the need arises. Dean Beache and Dr. Warner may go to Faculty Assembly in November to discuss it. He explained that the faculty contract start date is part of this issue, but it is not the impetus.

Dr. Warner feels that Dr. Schwartz would like to bring a resolution to the faculty contract start/end dates. Dr. Schwartz mentioned that he feels that students would like to see consistency of content whether online or lecture.

Dr. Schwartz stated that faculty are in favor of starting earlier and ending earlier. There will be some discussion today at Faculty Assembly. There will not be a vote today, but perhaps a method for next steps. Dr. Schwartz's conference at HCC starts tonight and will also be held tomorrow.

Dr. Renninger mentioned that there could be a link in the catalog that pulls up the master syllabus document. It could be put in Self Service directing them to the catalog, which would then direct them to the master syllabus. A caveat would be the textbook information.

Faculty Assembly Chair Update

See "D2L Proposed Feedback"

Kirwan Update

Dr. Warner distributed copies of the information from the October 12 meeting with Dr. Willow (WCPS). He explained that the documents are in flux all the time, but feels they could assist in guiding us as we proceed. Each set of documents was thoroughly reviewed. The HCC Pathways offered at WCPS schools: Cybersecurity, Business Administration, Computer Science, Education, and General Studies. There is the potential for 2000 students annually.

Dr. Renninger was recognized for her great work pulling the Adjunct Credentials document together. The document lists the minimum preference for adjunct credentials. The document was reviewed. The question of grandfathering in adjuncts was discussed. L. Bird was requested to schedule a meeting to review the information more thoroughly. The meeting will mainly be for directors that have programs found on the HCC Pathways list. The document will then be brought back to Academic Council.

Dr. Warner requested that the directors look at the Adjunct Credentials document and give Dr. Renninger editing suggestions. The directors were given two assignments: verify the 2023-2024 list is accurate for programs, confirm that Adjunct Credentials are the way they want them (read the document, gather thoughts/opinions about design, nothing is set in stone, everything can be changed, ensure accuracy).

Unit Planning – Budget in Self Service by Tomorrow

Dr. Warner thanked the individuals that have already submitted their FY24 budgets in Self Service. No requests have been removed to date. He will share if anything is cut later.

Academic Program Review

The program review template that Dr. Renninger found earlier was distributed. The form is to be reviewed and suggestions offered. Dr. Klauber is interested in doing the academic program reviews again. Dr. Warner will be reviewing information from the last accreditation visit. Feedback was requested on the form. Director Arnone and Dr. Poole have been doing reviews using the form with no cost benefit analysis. Additional helpful information can be found in PIE's "Fact Book, 2021-2022."

MACC Transfer Summit

MACC Transfer Summit will be held on November 4 at CCBC – Catonsville Campus.

Title III Grant

There are no additional updates. the project director and instructional designer positions have been posted. The career services position will be absorbed. The office associate and retention specialist will be hired once the project director is hired. Regular meetings will be held every few weeks.

ConexEd Follow-Up – Kendra and Angie

Angie Auldridge and Kendra Perry will be invited to attend a meeting later to explain ConexEd.

Outstanding Adjunct Reminder

Academic Council votes for outstanding adjunct at a meeting in December.

Academic and Holiday Calendars

Dr. Warner explained that the FY23 holiday calendar has been adjusted to include January 2. The amended FY23 version and FY24 calendar were approved at the recent Board of Trustees meeting.

STEAM Festival - Saturday

This STEAM Festival will be held this weekend. Great things are scheduled and gorgeous weather is projected.

Positions / Vacancies

- DHY full-time faculty

- Library Archivist

- PALS office associate

Other/Announcements

- Water leaks in the CPB

- Director Schoenenberger – PTK is still working hard on the One World Festival on November 15 in the CPB, 10:00-11:30 am ethnic food samples; PALS is phenomenal – 400 students in session 2; athletes in LSC are focused, working hard, respectful, eager about learning

- Dr. Poole invited everyone to the two-day conference (NEH grant) on November 4 and 5: keynote speaker will be local storyteller Adam Booth

- Next meeting will be November 3 from 9-11 am in STC-182

Future Meetings

November 3, 2022	December 1, 2022	January 12, 2023
November 17, 2022	December 15, 2022	January 26, 2023

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