

# ACADEMIC COUNCIL

September 21, 2023

## Meeting Minutes

**Attendees:** N. Arnone, V. Beache, L. Bird, M. Grahl, K. Hammond, M. Hendrickson, L. Montgomery, D. Poole, C. Ranalli, L. Renninger, R. Rohan, D. Schoenenberger, E. Schwartz

**Excused:** K. D'Ambrisi

*Minutes taken by L. Bird*

### **Reflection**

*“My therapist told me the way to achieve true inner peace is to finish what I start. So far, I’ve finished two bags of M&Ms and a chocolate cake. I feel better already.” ~ Dave Barry*

### **Dean of Instruction Update**

- SLOA Workshop
  - Handouts distributed for upcoming events (descriptions on Fletcher Calendar):
    - October (Dazed and Confused: Assessment Virtual)
    - November (Deep Data Dig: Assessment Virtual)
- Reviewers / Observers needed for promotion
- Program Review Updates
  - Working to get needed financial information
  - Directors to get external reviewers names to Dr. Renninger
- SLOA Updates
  - Working on guidebook to streamline process
  - Testing some things with the forms – changes will mean less work
- ECAP Updates
  - Received email that there were late drops – after drop/add date
  - Student has to go through form process – currently in Maxient – approved or denied based on committee decision
  - Working on how students need to fill out form
  - Process in place for students at HCC

### **Dean of Distance Learning Update**

- Title III QM List
  - Feedback can be sent to Dean Beache
  - Only received one response – silence will be taken as consent
- QM Connect Conference
  - Hoping more people will attend (September 26) only one adjunct
  - Let Dean Beache or Linda Cornwell know if anyone should take it
- Maryland Online New MOL-X Dashboard
  - Part-time faculty exchange
  - HCC can be added – let Dean Beache know
- Teaching in the Community College
  - National conference in November
  - If interested attending virtually, contact Dean Beache as she can sign faculty up
  - Some opportunity to travel to conference in Minnesota
  - Another Master Classroom has been developed by Paula Kessler in the EM division

### **Dean of Planning and Institutional Effectiveness Update**

- Provided a handout showing the headcount of high school students taking classes at Maryland community colleges
- PIE's Fact Book 2022-2023 will be emailed today
- Shared Governance Update
  - Only one faculty needed for Academic Standards
- Course Evaluations
  - Summer reports went out
  - Next week there will be a deeper dive at Directors' meeting
  - Advanced equity – will share link
- Middle States Update
  - Steering committee meeting tomorrow
  - Excited to see where committees are at
  - Current enrollment – over 5358

### **Faculty Assembly Chair Update**

- Faculty Assembly will be held today
  - Long agenda
  - Dr. Klauber, Interim VP Schoenenberger, and Executive Director Childs are appearing to discuss questions and concerns
- Dawn Nally will be recognized as the 2023 Faculty of the Year at the reception later today

### **Outstanding Adjunct Nominations**

- Reminder to submit any nominations

### **Ad Astra – Summer Class Input**

- Everything entered as normal in Colleague
- Optimizer will be run to see how it works with rules that are input
- If possible, have the name of faculty member associated with a class
- Directors to make Office Associates aware

### **Blueprint FY25 Planning**

- Friday's meeting will be short
- Smaller groups will drive academics
- Must be done by December
- Faculty and directors are to talk with other faculty that have leadership of those courses and get feedback
- Interim VP Schoenenberger will add Directors Rohan and Arnone to the group (30 members)
- A. Auldridge sent out a process for students that need to move from one section to another (request change with Retention and Registration)
- As of now, HCC is not changing career and college readiness standards GPA (keeping at 3.0) and not following other colleges
- WCPS Inclusive Access and books will be discussed at the next Directors' meeting

### **External ECAP Class Request Process Check-In**

- Dr. Willow emailed dates for when WCPS/HCC teams could meet (email will forward to directors)
- Meeting with WCPS principals requested

**Interim VPAASS Visiting Division Meetings**

- Purpose is to meet faculty at division meetings – will not stay whole time
- Open to hearing problems and concerns
- Would like to know about the programs
- Let her know when to come
- Upward evaluations are done anonymously
- Feedback coming from upward evaluations show the need for leadership PD opportunities
- Unit Planning material requests should be emailed to her to discuss prior to actual Unit Planning meeting
- Not accepting new positions or upgrading
- Bring supporting data to the Unit Planning meeting to document what is needed

**Positions / Vacancies**

- Interviews starting for open Biology faculty position – will start January
- Karen Giannoumis starts as Library Services Assistant on October 2
- Title III OA position open
- Cybersecurity and Sonography faculty positions still open
- Two interviews scheduled for open Nursing Simulation Clinical Skills Lab position

**Other/Announcements**

- Next meeting will be October 5, 2023 from 9-11 am in STC-182

**Future Meetings**

October 5, 2023  
October 19, 2023

November 2, 2023  
November 16, 2023

November 30, 2023  
December 14, 2023

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