

ACADEMIC COUNCIL

August 7, 2025

Meeting Minutes

Attendees: V. Beache, L. Bird, K. D'Ambrisi, M. Grah, K. Hammond, M. Hendrickson, L. Montgomery, D. Poole, C. Ranalli, D. Schoenenberger, K. Smith, J. Telemeco

Excused: N. Arnone, V. Stein

Minutes taken by L. Bird

Reflection

“What you can do today can improve all your tomorrows.” ~ Ralph Marston

Approval of Minutes

- None

Dean of Academic Innovation and Instructional Technology Update

- *Professional Development Fridays – Fall 2025* schedule
 - o Discussed priorities for attendance (required, optional, etc.)
 - o Sessions will be offered on Friday mornings throughout fall and spring
 - o Questions and feedback should be directed to Dean Beache or L. Cornwell
- *IA Process Survey: Spring 2025* report
 - o Survey was distributed to all full-time faculty in Spring 2025
 - o Not much feedback provided, mostly positive comments about IA
 - o Should include adjuncts next time for a wider range of feedback
- D2L Process Changes supporting Inclusive Access (IA)
 - o Faculty should avoid using the combined course space if one course is cross-listed with another course that is not included in the IA program
 - o This does not apply to all IA cross-listed sections, and a reminder will go out to the divisions each semester regarding the impacted course sections
 - o WSCE does not use the IA program (VP Schoenenberger mentioned it may become required for cross-listed sections)
 - o A course preparation checklist widget (instructors only) and IA reminder widget (visible to all) will be added to each course home page in D2L
- Reminder for WCPS D2L Training
 - o Please remember to share names for basic vs. advanced D2L training sessions, so attendance can be tracked
 - o Dean Beache requested feedback on the minimum cutoff for combining sessions (e.g., less than 5 advanced attendees)
 - o Directors will share their list of required competencies
- Final reminder for Faculty Dinner
 - o Both adjunct and full-time faculty are required to RSVP, since it is now a voluntary event
 - o Invitation was sent via postal mail, and reservation was requested by Friday, August 8th
 - o It was confirmed that directors, deans, and the VP must attend
 - o L. Cornwell will contact divisions with their list of confirmed attendees

Dean of Instruction Update

- SLOA
 - o Currently reviewing COGs on cloud site; some are outstanding; some a mix; 64% done

- o Still missing COGs
- o POGs – not reviewing yet; do we need breakdown by division?
- o Primary gaps in data interpretation and closing the loop
- o Division SLOA summaries – great job submitting in a timely manner
- o Will contact directors regarding missing items
- o Strongly encouraged to follow assessment plans
- Career and Technical Education: Local Perkins Application 2025-2026
 - o Final version submitted
 - o Waiting for signatures, then purchases can be made
- DPSCS Prison Education Program Application – Welding and Fabrication Certificate
 - o Has been submitted, will be reviewed by a committee, and then signed by DPSCS
 - o Upon signature, develop a MOU with Correctional Facility and seek MSCHE approval
- Articulation Agreements
 - o Reminder about high school articulation agreements to be reviewed by August 15
- Fall Faculty Friday Workshops
 - o SLOA Session “Connecting the Dots: Aligning Outcomes and Assessment Plans” Scheduled for September 26th at 9:30 am
- Tentative Second SLOA Session “SLOA in Action” tentatively scheduled for November 21st – this will hands-on with Watermark
- GenEd LibGuide
 - o Note that when attempting to access, they will get an error – course needs to be linked to new catalog – current linked to old catalog
- Watermark
 - o Catalog – link went live
 - o Watermark Planning and Self-Study – Thomas has entered all available program-level and course-level outcomes into the platform
 - o Curriculum Strategy – currently completing onboarding training
 - o OAs and DOI meetings will occur the third Thursday of each month at 2 pm
 - o Need to ask Watermark if syllabus can be imbedded
 - o Dr. D’Ambrisi will compare Watermark online catalog with hardcopy catalog to determine if information is missing

Dean of Planning and Institutional Effectiveness Update

- Space Management Committee
 - o Committee is not about classroom spaces – would be if moving physical office and need to secure approval
 - o Eventually a form will be in place, until then send an email to the space management address
- Strategic Plan
 - o Various initiatives for the semester discussed
- SLOA training – 9/26/2025
 - o Will have future trainings
- Shared Governance Committee Assignments
 - o Directors were polled regarding their committee assignment
 - o List of faculty serving will be provided to directors
- Program Review Data
 - o Have data from Finance – received and reviewed
 - o Changed method so want to meet and revisit it on Monday
 - o Leave expenditure piece blank for now; will share data soon
- Miscellaneous
 - o Middle States Accreditation letter received – now official
 - o A. Preston has finished enrollment reports – will discuss at future meetings

Faculty Assembly Chair Update

- Not Available

Director of Early College Programs Update

- Early College staff have moved into the advising suite
- Should have final enrollment numbers soon – nice bump algebra
- One or two students had plans change and are withdrawing
- NACEP – one initial step – letter of intent to work on
- Taking on part-time students: Director Smith and B. Starliper

VPAASS Update

- Faculty Dinner
 - Any office associate (volunteers: K. Hamburg, S. Plank, K. Smith-Boswell, C. Taylor, L. Bird), that is assisting with faculty check in will need to adjust their schedule as they deem fit – leave early Friday or whatever day works (within that work week)
- FY26 Outstanding Adjunct of the Year Timeline (emailed to Directors 8/6/2025)

Month	Activity
September	Directors/WSCE Dean request(s) adjunct of the year nominations (division meetings)
October	Divisions/WSCE Department submit(s) nominations to Director/WSCE Dean
November	Division/WSCE Department votes, Director/WSCE Dean sends nomination to EA VPAASS
December	Academic Council votes for Outstanding Adjunct of the Year from submissions
January	EA VPAASS orders lamp
March	Lamp received (6-8 weeks)
April	Luncheon

- Promotion and Tenure Timeline – currently on hold; will be sent out soon
- Alternative Assignments submissions deadline discussed (8/22/2025)
- Program Coordinator alternative assignments submissions
 - Will be rejected if requirements based on list of approved duties not reflected
 - Directors are to carefully review
 - L. Bird to send compensation values
- 25/FA Review for MOAs Timeline
 - Under 5 cancelled unless student needs course for graduation
- Career Expo and Open House March 27
 - Need to confirm that day works for all
- Review of WCPS PD agenda and chart; handout distributed

Other /Announcements

- Next meeting will be September 4, 2025, 9-11 am, STC-182
- Nursing (evening) lab coordinator position interview tomorrow
- HS division upcoming interviews for DEN and DHY
- Art show on Monday – printmaking offered this past summer – beautiful; drawing wonderful
- Adult Ed funding is in

Future Meetings

September 4, 2025
October 2, 2025

November 6, 2025
December 4, 2025

February 5, 2025
March 5, 2026

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