

ACADEMIC COUNCIL

June 11, 2026

Meeting Minutes

Attendees: N. Arnone, V. Beache, K. D’Ambrisi, M. Grahl, K. Hammond, M. Hendrickson, L. Montgomery, D. Poole, C. Ranalli, D. Schoenenberger, K. Smith, V. Stein, J. Telemeco

Excused: L. Bird

Minutes taken by L. Montgomery

Reflection

“To succeed in life, you need three things: a wishbone, a backbone, and a funny bone.” ~ Reba McEntire

Approval of Minutes

L. Montgomery motioned to approve the minutes of May 7, and K. Smith seconded the motion. The minutes were approved as revised regarding Outcome assessments – only courses that had outcomes aligning with ILO 4 or ILO6 had to be assessed (L. Montgomery motioned, M. Grahl seconded).

Dean of Academic Innovation and Instructional Technology Update

- Dean Beache shared that there will be a planning meeting with the Simple Syllabus vendor on Tuesday, June 16th to create the structure for piloting
 - Will be based on the template distributed via shared governance starting in February and via the meeting notes for Thursday, March 5th
- Quality Matters (QM) reviews will continue over the summer
 - All full-time faculty going off contract have been contacted individually to discuss transition and given the choice either to be contacted directly or to have our team work with their director if questions arise
- Process changes for copying content from Master Classrooms (MCs) templates:
 - We are creating a “global source course” that will have a template for contact details, standard welcome announcement, and a prepopulated syllabus module, which will be pushed to all blank sections
 - To allow this to happen, we are turning off the "auto copy" feature for MCs to avoid duplication
 - Our department will contact the instructors who currently have auto-copy in place for their MC templates
 - This shift will support next steps with the syllabus management tool and Total Access initiatives, and avoid classrooms being launched with zero content or MCs being auto copied without instructors being aware
 - Only applies to courses without approved MCs to avoid duplication with copying. Most ECAP courses have their own staging sites that can be managed in the same way

Dean of Instruction Update

- Spreadsheet provided for each division noting course and their corresponding course outcomes aligning with ILOs 4 & 6 to be evaluated during the 2025-2026 Academic Year
- COG review form has been updated to reflect Watermark SLOA COG Template
- When reviewing, make sure all components are completed, such as:
 - Description of Assessment Tool
 - Target (Benchmark)
 - Data
 - Analysis of Data
 - Action (Closing the Loop)

- COG review form – email completed form to Dr. D’Ambrisi by September 6, 2026
- Program Reviews – creating a new template in Watermark to follow current template in use; will use during the next review cycle
- Annual Scheduling – S. Thomas is starting to pull FY28 and is currently checking pathways and will begin pulling schedules in early July
- MSDE Career and Technical Education: Comprehensive Local Needs Assessment & Local Perkins Application were submitted – waiting on feedback

Dean of Planning and Institutional Effectiveness Update

- Grades are in and Spring grade dashboards will be frozen, so they are accessible but not updating regularly (except BT – late truck grades)
- All-Division summaries were delivered via email & can see updates in dashboard
- Program review data preparation is underway; waiting for Finance items from M. Young; hopefully will meet July 1 deadline and will post in the Program Review Teams Site
- A. Preston will be scheduling an Office Hour soon
- AI policy approved at the June meeting – handout distributed
- Overview of Master Plan – requested input

Faculty Assembly Chair Update

- Meeting to transfer Faculty Assembly leadership
- Will send updated Shared Governance list to Dr. Ranalli
- A. Drumgoole will begin her role as Faculty Assembly chair this fall

Director of Early College Programs Update

- NACEP application is due Monday, so we sit and wait
- If additional information is needed, we should hear in October and need to provide by November
- Virtual visit – end of March
- Dr. Gary Willow is now WCPS Superintendent
- 200+ so far for the Early College Degree Program

VPAASS Update

- Program coordinator compensation work continues
- Use current system for FY27; L. Bird to send program coordinator points to applicable division directors
- Submit FY27 alternative assignment form for full year

Other /Announcements

- Next Meeting will be August 6, 2026, from 9:00-11:00 am in STC-182

Future Meetings

August 6, 2026
September 3, 2026

October 1, 2026
November 5, 2026

December 3, 2026
January 7, 2027

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