

**Academic Council Meeting
Minutes (Approved)
Friday, October 15, 2021
10 am-12 pm – MS Teams**

Present:

Mary Lewis (AC Fellow), Amy Popovich (AC Fellow), Ruey Bruce (AC Fellow), Adam Keller (CSEA), Ben Pugno (Delaware), Nancy Pine (Delaware), Fauna Stout (Promotion and Tenure), Holly Finnegan (Promotion and Tenure), Heather Thompson-Gillis (Service-Learning), Terrie Stolte (Service-Learning), Jeanette Ferguson (Student Support), Jorie Schwartz (Student Support), Patty Allen (Rules and P), Kent Fisher (Dual Credit/Enrollment), Nick Lakostik (Digital Learning), Martin Blaine (Digital Learning), Nicole Brandt (DEI), Tracy Koski (Instructional Success), Patricia May Woods (Instructional Success), Paul Graves (Honors), Adele Wright (Assessment), Sandy Drakatos (Assessment), Liz Hammond (FETPD), Barry Young (Pathways), Lydia Gilmore (FETPD), Tammy Montgomery (Honors)

Absent:

Lee Wayand (Pathways), Bree Frick (Curriculum), Nick Shay (Curriculum), Reuel Barksdale (DEI), Jennifer Nardone (Rules and Policies), Scott Laslo (Dual Credit/Enrollment)

1. Welcome – Mary
2. Approval of Minutes – September 17, 2021 meeting - *attached* (5 mins)
Motion by N. Brandt to approve the minutes, seconded by T. Stolte. The motion passed unanimously, with no abstentions.
3. Council Business (15 mins)
 - Status of Recommendations - Student Surveys
Faculty Fellows updated AC on recent meetings and developments related to student surveys. FFs remain committed to working cooperatively with administration to find a resolution to ensure student survey responses can only be viewed by the faculty.
 - COVID-19 Update/Spring Semester 2022 (Ruey)
Reminder about Dr. Butler’s e-mail that all faculty must be consistent with wearing masks (and correctly) and asking students to do the same.

As indicated by the administration, the density of spring semester will look similar to autumn semester.
4. Policy 5-19 and Procedure 5-19(D) Recommendations – Fauna/Holly, Promotion and Tenure Committee - *attached* (30 mins)

Presented proposed changes to Policy 5-19 and Procedure 5-19(D) that focused on separating tenure from the first promotion since some faculty are hired at a higher rank, simplifying the P&T review process when possible, specifying that tenure-track faculty are eligible for tenure after seven semesters, ensuring that Academic Affairs is the only area involved in the P&T process, and confirming that the language matched the faculty contract.

Based on suggestion, “tenure-track” was added before to all references to “faculty” in both documents.

Motion by A. Keller to approve Policy 5-19 and Procedure 5-19(D), seconded by N. Lakostik. The motion passed unanimously, with no abstentions.

5. Delaware OAA Work Group Report – Ben/Nancy, Delaware Campus Committee - *attached* (15 mins)

Ben and Nancy referenced the OAA Work Group Report that was shared with AC members prior to today’s meeting and provided background, experiences, and current status of the Delaware Work Group and their participation.

FFs updated AC on their recent discussion with Dr. Butler and Dr. Harrison related to these concerns and issues. Mary will reach out to Dr. Harrison on Monday regarding his intent to contact Ben and Nancy as soon as possible to address the situation.

6. 2019-20 Assessment Cycle Update & Reflections – Adele/Sandy, Assessment Committee (10 mins)

Adele shared that the 2019-20 assessment process is complete and included the following updates for all three divisions: # of program reports submitted, # of courses assessed, percentage of courses that met assessment benchmarks, and the budgetary needs that faculty included in the reports:

- Additional faculty
- Reassigned time for courses that require annual update of materials, including technical courses and those with OERs; update lab activities; research and implement methods to combat cheating
- Replacement of aging lab equipment
- Technology for remote classrooms
- Equipment needs for students specific to a course that are not supported by Chromebooks
- Expansion of Testing Center to support Live Online students

Responses from faculty survey indicate that many do not believe collected data is valid with Chegg and other cheating sites listed as biggest barriers. Adele noted that the time frame for the collection of data varied from before and during COVID with some programs unable to collect data due to COVID.

AC discussed equity issues with requiring students to use microphones and cameras for Live Online courses and agreed that there needs to be consistency across all courses.

FFs will follow up at next meeting with Dr. Maliwesky regarding budgetary needs and College's current stance of microphones and cameras.

7. AC Committee Updates (45 mins)

Nick (Digital Learning) – There was a plan to co-participate with DL Leads to look at new LMS options, but College has decided to pause this. Reasons given include that we don't have enough bandwidth or technical support staff. Appears that Blackboard Learn will be discontinued and replaced by Blackboard Ultra, and then process will begin again to look at other LMS options. This means that faculty may need to learn a new LMS and then learn a second one shortly after.

Tracy (Instructional Success) – FiX 2022 Conference will be held, Friday, June 10, on campus in WD, but will switch to virtual if needed. Details to follow.

Nicole (DEI) – BLM Scholarship – They are continuing to review applications and disperse funds, still in fundraising mode and have reached \$10K with goal of \$30K; encourage everyone to keep donating and to reach out to those (individuals and companies) who may be interested in donating.

Committee is revisiting the DEI Recommendations that were submitted in June 2020 with CDO Almar Walter. Also, they are discussing how to address the silence of administration on certain days (i.e. Indigenous Peoples Day) that affect our campus population. Marketing and Communications may be working on developing a calendar to address this issue.

Heather (Service-Learning) – Annual conference held virtually last Friday with over 70 attendees. Will be sending a survey to attendees and following up with those faculty who are interested in adding S-L to their courses. Conference was dedicated to Amy DeLorenzo, and attendees were encouraged to donate to the BLM Scholarship in her memory.

Kent (Dual Credit) – Committee is currently preparing a survey for CCP faculty.

Tammy M. (Honors) – student numbers are down but understandable due to lower college enrollment; committee focused on engaging Honors students in activities and continuing to recruit students from all divisions.

Barry (Academic Pathways) – Focusing on status of the Program Maps that Dianne completed prior to her retirement; working with OSU on course transfer changes.

Patty A. (Rules and Policies) – Continuing to collaborate with other committees to review their policy and procedures recommendations, including Promotion and Tenure and Student Support (Fresh Start).

Liz (FETPD) – Finalizing their speaker event for November 4 at 11 am with details and sign-up available soon; encourage faculty to contact Liz and Lydia if interested in bringing in speakers.

Ben (Delaware Campus) – Committee considering creating a subcommittee focused on DEI initiatives at DC; Nicole mentioned that the DEI Committee can connect with Ben and Nancy.

Holly (P & T) – Reminder to spread the word that tenure-track faculty who are going up for promotion in January should be sharing narratives with colleagues now and completing their portfolio prior to winter break.