

Academic Council Meeting
APPROVED Minutes
Friday, February 11, 2022
10:00 am-12:00 pm – MS Teams

Present:

Mary Lewis (AC Fellow), Amy Popovich (AC Fellow), Ruey Bruce (AC Fellow), Adam Keller (CSEA), Ben Pugno (Delaware), Mike Soliday (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), Kent Fisher (Dual Credit/Enrollment), Tracy Koski (Instructional Success), Patricia May Woods (Instructional Success), Paul Graves (Honors), Adele Wright (Assessment), Sandy Drakatos (Assessment), Liz Hammond (FETPD), Lydia Gilmore (FETPD), Barry Young (Pathways), Jennifer Nardone (Rules and Policies), Lee Wayand (Pathways), Martin Blaine (Digital Learning), Nick Lakostik (Digital Learning), Nick Shay (Curriculum), Scott Laslo (Dual Credit/Enrollment), Reuel Barksdale (DEI), Dylan Canter (DEI), Tammy Montgomery (Honors), Ann Palazzo (Guest), Irene Petten (EN Grade/Guest), Darla VanHorn (Student Support/Guest)

Absent:

Patty Allen (Rules and P), Bree Frick (Curriculum)

1. **Welcome – Amy;** Welcome to our two new members, Mike Soliday (Delaware Campus) and Dylan Canter (DEI)

2. **Student Support Services – Darla VanHorn (25 mins);**
<https://www.csc.edu/services/student-issue-support/>; They are working on a program on academic mentoring so that students understand how to navigate the system. Goal is to empower students so they know how to advocate for themselves. Darla’s responsibility is the connector – trying to make sure students know where to go and with whom to talk. She is willing to come to any department/area/committees and discuss specific examples of student concerns to help faculty identify concerns and understand steps for resolution. With referrals, language is key. Please email the student and thank them for sharing their concern, let them know that student issue support is there to identify next steps to resolve your concern, and you’d like to refer them for assistance, then cc on that reply:
issuesupport@csc.edu

Ann Palazzo also added that if we have any information around resources, especially with technology, please forward that to her so she can put together a one-page resource list.

3. **EN Grade Q&A – Irene Petten (25 min);**

- a. Should we add this to our syllabus? You can create an addendum to the syllabus or add a link to the student handbook where it describes the EN grade. You may not need to add it to the syllabus at this time.
- b. How do we communicate this to our students? Students have this in the student handbook as of the start of this semester.
- c. How does this impact certification or programs? Please do not add it this semester if your program needs to notify a governing body ahead of time.
- d. What is the definition of the EN grade? It depends on your program. Not every program has the 70% percentage breakdown described in the email, this is the success marker recorded for the college and Achieve the Dream colleges (C and above). They didn't attempt enough of the work to achieve a C (or a passing grade in that class).
- e. Difference between EN Grade and Financial Aid Drop? The EN grade is meant to help the student, these are students who stop completing the work or have never completed the work, versus those who are attempting the work and failing. It is a data collection and tracking grade. To avoid the financial aid issue, you have to put the last date of participation (e.g., students who are participating in class but do not submit any work) as the last date of attendance. Putting in the last date of the term does not impact their financial aid.
- f. Will there be an effort to make the language consistent across the college? Irene will take this back to the committee; the definition will, by nature of programs/departments, be different.
- g. Bottom line: E: Tried and failed; EN: Didn't try/turn in enough work to pass.

4. Approval of Minutes – November 19, 2021 meeting - *attached* (5 mins) Nick Lakostik moved to approve the minutes, Terrie Stolte seconded. Minutes approved unanimously

5. COVID-19 Planning Update & Faculty Listening Session Follow Up - Ruey B. (15 min) –

- a. Faculty are encouraged to take care of the 24 hours of CARES leave that is available to take care of yourself or your family. This is through June 30, 2022. Summer will look different because of the changes in COVID numbers.
- b. The COVID ops team is monitoring states that are lifting their mask mandates, the impact on institutions and public transportation, and the team will continue to have discussions around that. The City of Columbus still has a mask mandate.
- c. There are some temporary measures that have been cautiously relaxed at CSCC to encourage a community of connection. The impact of this would be monitored.
- d. For labs, students and faculty are face-to-face so risk is higher if the mask mandate is lowered. In labs, a mask can be added as a safety precaution by the instructor. OSHA has their requirements (e.g., goggles) but instructors can add safety precautions for other equipment (e.g., masks, gloves, etc.).
- e. Please send additional questions/comments to Ruey.

6. Council Business (10 mins)

- a. Student Surveys – Amy updated that we requested a continuation of the discussion as quickly as possible. The meeting is scheduled for 2/15 from 4-5pm and will include the DEI and P&T committee chairs. We will update at the next AC meeting.
- b. Promotion and Tenure - Policy 5-19 and Procedure 5-19(D) – Dr. Maliwesky said P&P sent to Rick Hatcher for review since specific language is referenced in CSEA contract.
- c. College Credit Plus - Policy 5-20 and Procedure 5-20(D) – Kent updated the committee met this morning and will bring updates to AC soon.
- d. Upcoming Elections – send Amy the names/divisions of members who will continue to serve on your committees by **Friday, March 4**. Committee members will begin in the summer, you can have up to 14 on a committee (includes the 2 co-chairs). Ideally half should be A&S, and the other half from BET/IST and HHS. There will be two co-faculty fellow AC positions open to start in Autumn 22. Only requirement is that you previously served as a co-chair on an AC committee.

7. AC Committee Updates – Co-Chairs

- a. Academic Pathways (Barry & Lee): Focusing on OSU's new general education requirements. They have monthly A&S group meetings with OSU admin and Dean Todd. Cincinnati and OU are also changing their Gen Ed requirements. Please send any questions to Lee.
- b. Academic Rules & Policy (Patti and Jennifer): Textbook affordability P&P is going to be created and will involve OER. Jeannette also recently sent the committee information about the Fresh Start P&P that they are working on.
- c. Assessment (Adele & Sandy): The committee is looking into the new Gen Eds and whether they need to change ILG's and other assessments. HLC has required that we collect data on the integrity of the assessment data that we collected during COVID and whether it's valid or useful. A questionnaire is going out regarding that request.
- d. Curriculum (Bree & Nick): Currently discussing a proposal around the pre-approval process, which doesn't have a faculty-level approval process in it. Updating charters and approving curriculum.
- e. Delaware Campus (Ben & Mike): Welcome to Mike as the new Co-Chair! The first meeting is next week. Working on a DEI report from a Delaware perspective. Delaware Day is a hybrid virtual/in person event that will be marketed to future students.
- f. Digital Learning (Marin & Nick): A subcommittee is looking at resources and support for students regarding technology; identifying student challenges and resources. The testing center is open and will assist with proctoring Live Online class exams at this time. Email academic tests or Megan Brewer (mbrewe10@csc.edu) they have a form and a team that is doing virtual proctoring over zoom. They will help with technology and checking in with students, not actually proctoring the exam itself.

- g. Diversity, Equity and Inclusion (Dylan & Reuel): Welcome Dylan as the new Co-Chair! Dylan, Reuel and Mary Lewis are meeting regularly with the CSCC police department about DEI efforts. Nicole Brandt and Reuel are meeting regularly with Almar Walter about campus-wide DEI efforts. Dylan and Reuel are re-writing the FPDJ workshops on diversity and offering those this coming semester.
- h. Dual Enrollment (Kent & Scott): Still working on the CCP policy
- i. Faculty Entry, Training & Professional Development (Liz & Lydia): This week, the committee started Faculty Learning Communities. The goal is to bring faculty together, starting with a book club model – the current book is called “Quiet,” a book about introversion. They’re doing 3 per week, every-other week. There are still PD monies available, please use those. The PD consolidation happens at the end of March. There will be some speakers coming up, watch for announcements.
- j. Honors (Tammy & Paul): Working on connections between honors and the HHS division, COVID has delayed this process. They will be reviewing applications for new honors students to start in the fall.
- k. Instructional Success (Tracy & Trish): Preparing for the FIX 2022 in-person day-long conference. It is June 10, 2022 in WD, Dr. Daniel Willingham is the keynote. They are still doing the monthly FIX presentations, the next one is on Friday, February 25th at 1pm – presentation on high-flex classrooms with Jason LaMar. Looking for submissions for their online repository, called FIX Clips.
- l. Promotion & Tenure (Holly & Fauna): The P&T cycle is in process, managing glitches and issues currently. Please be sure to encourage junior faculty to do the things they need to do to achieve P&T, with the pandemic it is more difficult for them to have the support.
- m. Service-Learning (Terrie & Heather): Most service-learning courses are still on hold because of COVID; this semester they are working on updating materials and modifying the application for new courses.
- n. Student Support (Jeanette & Jorie): The committee is meeting on the 25th of this month; they are finalizing recommendations for the Fresh Start option and hopefully present that in March to AC. Committee members are working with other college committees to provide support to students.