

Academic Council Meeting Minutes - APPROVED
Friday, September 18, 2020
10:00 A.M. – 12:00 P.M. – MS Teams

Attendance: Cathy Ritterbusch, Amy Popovich, Ruey Bruce, Adele Wright, Ben Pugno, Adam Keller, Dianne Fidelibus, Liz Hammond, Fauna Stout, Heather Thompson Gillis, Holly Finnegan, Jack McCoy, Jeanette Ferguson, Kent Fisher, Sandy Drakatos, Lee Wayand, Marc Lord, Martin Blaine, Nancy Pine, Nick Lakostik, Nicole Brandt, Patricia Allen, Patricia May-Woods, Paul Graves, Tammy Montgomery, Terrie Stolte, Tracy Koski, Melissa Marmie, Shelley Casbarro (guest) (28 people total)

1. Welcome to Returning and New Co-Chairs (5 min)

Introduction of the following New Co-Chairs

- Lee Wayand (Academic Pathways) Jack McCoy (Curriculum)
- Nancy Pine and Ben Pugno (Delaware) Kent Fisher (Dual Enrollment)
- Liz Hammond (FeTPD) Terrie Stolte (Service-Learning)

2. Approval of Minutes from July 16, 2020 meeting (attached) (5 min)

Ferguson asked to be added to the minutes/attendance for the 7/16 meeting. Motion to approve from Dianne F, and seconded by N. Lakostik, the motion approved unanimously, with abstentions from the 6 new cochairs who were not at the 7/16 meeting.

3. Update Regarding Academic Council Leader (10 min)

Amy DeLorenzo, co-chair of Diversity and Inclusion Committee with Nicole Brandt, is now at home, in hospice care. Christine Craig and Nicole Brandt have put together a list of ways we can support Amy. The AC will collect a group amount and present it to her. Amy Popovich will collect AC donations through Venmo. Also, the family has setup a "Go Fund Me" account to collect donations to give to her for medical expenses and her daughter's education.

4. Council Business (15 min)

- a. Proposed Priorities for AY20-21
 - i. Diversity, Equity and Inclusion
 - ii. Procedural Justice
 - iii. Efficiency

Cathy, Ruey and Amy proposed the above three areas of focus for AC business for the upcoming academic year. Nobody had any comment or any suggestions for adding to these priorities. Cathy took the resounding silence from the AC members as enthusiastic agreement with these three proposed areas of focus. Adam - Academic council needs to make sure that procedures are done properly especially in these times.

Cathy - Please keep these three at the forefront as you work in your committees

b. Charter Status

Amy, Cathy and Ruey will work on drafting an AC charter based on the work done at the last retreat, also from the existing documents from the OAA committees that are currently posted to Bb. The goal is to have a draft completed by the end of this calendar year, to share with the AC for input and edits.

c. Annual Reports from Committees Due by 10/16

Cathy asked all the cochairs to take a look at this form and suggest any changes that could help improve the utility of it (anything missing? Anything that is unnecessary?). These annual reports are important in order to show what the committees do and emphasize the specific charges of each committee and the work that has been done to further the mission of the AC and college in general.

5. Faculty Representation Needed – ERP (Note Dates: Oct 19/20, 22/23, 26/27) (5 min)

The college put out an RFP, and three different vendors are coming in to showcase their platforms and AC is looking to identify three faculty to participate on those days to help evaluate. Martin Blaine, Adam Keller, and (possibly) Kent Fisher all volunteered to attend the presentations and provide feedback (via Marty Maliwesky). Cathy to follow-up with possible volunteer from Delaware/Regional Learning Centers.

6. Professional Development Opportunity (5 min)

The **Women’s Employee Resource Group** invites college groups and all employees to participate in the **YWCA 21-Day Racial Equity and Social Justice Challenge**. Beginning the week of October 5, the four-week independent instruction will be partnered with optional one-hour weekly discussions and culminate in a panel discussion at the end of the challenge. Please check out the following overview: [21-Day Challenge](#). For more information, please contact [Kelly Hogan](#) or [Crystal Clark](#) for additional information.

7. SP21 Planning (25 min)

SP21 will remain low density, like AU20. That’s the plan now, and no reason to assume it will change to a higher density plan.

a. SU20 Student Survey and Faculty Survey Result Summaries (attachments) [Please review this feedback for any items of particular relevance to your Committee.](#)

b. Certain Teams from SP20/SU20 Remaining in Place: Thank You, AC leaders on ALL the Teams!

Martin Blaine gave an update on the alternative testing committee he has been serving. So far there is nothing major to report in terms of progress, but they are moving forward.

D. Fidelibus indicated we may soon see there will be certain dates that the campus will be “open” (or specific buildings). If faculty need to come to campus, they can still access it as long as the request is made 48 hours in advance. Nancy P – Reentry work group is finished. Follow-up questions; what are the system that are working for student support? Navigator system? Who does the student report to if they are sick?

c. Student Services in SP21

AC Ideas to Prioritize In-Person Services:

[Financial Aid](#)

[Library support](#)

HHS students need [picture ID](#) for clinical sites et al.

[Kiosk IT support](#) for students to bring devices for diagnostics, trouble-shooting.

[Counseling services](#) – face to face in-person is superior to telehealth and it would be good if at least some in-person counseling could be available

d. Please Participate in Periodic Surveys

We need to participate in filling-out surveys when they come around

e. Modality Designations on the SP21 Schedule of Courses

Question has arisen re the best way to label each course so students have the most accurate information when they register. But so far, labels on the classes are not exactly representative of the actual modality of the course. Nick Lakostik added two layers of issues, modality and pedagogical approach, this is creating and how it is untenable to create course labels that will speak to students and remove their requirement to adjust to a course structure, as decided by the instructor. There is a pedagogical issue here, which perhaps shouldn't be aimed to be solved by “course labels.” Cathy asked everyone to supply their feedback to their Chairs, DL Leads, and the DL committee.

8. General Updates from Committees (15 min)

[Pathways Committee](#) – First meeting of the term, soon. Lee W. discussed piloted math course. Question/discussion arose as to how to move forward when admin does not respond to a request.

[DL Committee](#) update: they are working to increase the response rates on student evaluations. They had started to do this prior to the pandemic. One issue is that there are too many questions, and they also talked about when the evaluations would be administered. They wanted to move it up a couple of weeks in the semester, but with everything going on since COVID, there has not been a good opportunity to work with Teddy H. on this. But, they are meeting this coming Monday to get back to it.

Diversity & Inclusion: Nicole Brandt: very soon we will have a description of the new Black Lives Matter scholarship fund, helping students with things like paying for internet, housing, food, etc to supplement the George Floyd academic scholarship.

Delaware (Ben and Nancy): one of the priority items is putting forward a structural development strategy (which they did). It has been kicked down the road for the past year and a half and hasn't resulted in anything to date. They would like a formal statement from the administration with respect to their plans for Delaware. The student population at Delaware has been growing steadily but no increase in Delaware faculty has occurred. The interim dean at Delaware has been an interim dean for over two years now. The report they created was initiated by Jack Cooley, and they have since worked with Kelly Simons, Tina Diggs and others. Cathy asked that the Delaware committee vote on this, then bring it to AC for a vote, so it can be moved forward with a formal recommendation.

9. Student Support Committee, Update re Student Supports AU20 (30 min)
Welcome Guest: Shelley Casbarro

Shelley walked us through the CSCC website, student resources and support connections, and answered questions re various support services. AC members emphasized need for staff to direct students to faculty when class-specific comments or questions arise.