

Academic Council Meeting Minutes - Final
Friday, October 16, 2020
10:00 A.M. – 12:00 P.M. – MS Teams

Attendance: Adam Keller, Adele Wright, Amy Popovich, Andrea Pifher, Cathy Ritterbusch, Dianne Fidelibus, Elizabeth Hammond, Fauna Stout, Heather Thompson-Gillis, Jack McCoy, Jeanette Ferguson, Jorie Schwartz, Kent Fisher, Sandy Drakatos, Lee Wayand, Marc Lord, Martin Blaine, Melissa Marmie, Nancy Pine, Nick Lakostik, Nicole Brandt Patricia May-Woods, Patty Allen, Paul Graves, Ruey Bruce, Tammy Montgomery, Terrie Stolte, Tracy Koski,

Guests: Paul Carringer, Charla Fraley, Elycia Taylor

1. Welcome (5 min)
2. Remembering Amy DeLorenzo – Nicole B.
3. Approval of Minutes – September 18, 2020 meeting (*attached*) (5 min)
 - Motion- Dianne Fidelibus; second-Jorie Schwartz to approve the minutes
 - Motion passed unanimously with no abstentions
4. Council Business (15 min)
 1. Possible New AC Committee - International Experiences – Charla Fraley & Paul Carringer
 - AC received the proposal via e-mail earlier this week to review.
 - Charla and Paul presented details regarding the proposal of a new AC Committee (International Experiences)
 - Perfect time to suggest the formation of this new committee since they and others have worked on international experiences for students for many years
 - Currently, there is no official place for this work, point person, or faculty fellows.
 - A recent trip to Dresden was free for students; there is money available (including from the Foundation) and opportunities for students to pursue international experiences (education, culturally, both virtually and abroad).
 - Students can apply for Pell grants to cover the cost of travel abroad
 - Currently, less than 2% of college students participate in a study abroad experience. The current committee is working to identify funding and opportunities to increase CSCC student participation.
 - With a committee and structure in place, they will be able to create and sustain productive partnerships with outside funding sources.
 - Questions and discussion occurred
 - Motion by Fauna Stout to recommend the creation of a new OAA committee focused on managing Study Abroad programs at CSCC, tentatively

named International Experiences; seconded by Adam Keller; the motion passed unanimously, with one abstention (Adele Wright abstained as she is current member of this committee)

2. Resource Sheet – First 4 Weeks (*attached*)

- Reminder to share this resource guide with all students and all instructors
- Jeanette F. – this resource sheet was recently updated specifically for virtual learning

3. Reminder – Committee Reports due today

- Can e-mail reports to Amy P. or post directly to our My Organizations Bb site

5. Alternative Grading Option – Nicole B. & Elycia Taylor/Arts & Sciences Division Student Success Committee (*2 attachments*) (15 min)

1. AC received the research and proposal via e-mail earlier this week for review.
2. Two years ago, the A&S Student Success Committee was charged with finding ways to help students who are not successful in a course. They reviewed data on all A&S course offerings and discovered that there is/was a large number of students who failed because they stopped attending class and/or completing course work at some point in the semester. All students with failing grades were given an “E” grade, but many “E” grades were actually attributed to “stopping out” of the course and should be considered an “unearned E” grade.
3. Recommendation to create an “EN” grade for students who fail a course due to non-participation; “EN” was suggested since this is the designation that OSU uses.
4. This new grade designation will help us better understand why students are failing and enable us to better support and advise these students.
5. The recommendation proposes that each department determine the guidelines for how/when a grade of “EN” should be assigned (may be department or course-specific)
6. Questions and discussion occurred
7. Motion by Jorie Schwartz to recommend the creation of the “EN” grade as an option by Autumn 2021; seconded by Martin Blaine. The motion passed unanimously, with one abstention (Nicole Brandt abstained since she is working on this project).

6. Recommendation for Faculty Fellows – Marc L. & Jack M., Curriculum Committee (*attached*) (15 min)

1. AC received the recommendation via e-mail earlier this week for review.
2. Cathy – The curriculum process is crucial to the success of the College, involves an enormous amount of work and manpower, and should have designated faculty fellows, especially when you consider what other areas already have FFs. We hope to approve this recommendation today to show AC’s support and commitment to adding Divisional Curriculum Faculty Fellows.
3. Marc – All previous proposals for Curriculum Faculty Fellows have been denied by the administration without appropriate rationale provided; the Curriculum Committee typically reviews over 100+ proposed changes/year and there are many

problems with the current process; Dr. Maliwesky has been responsive and a meeting with Academic Affairs is scheduled to discuss the curriculum process and addition of faculty fellows.

4. Jack – Recently learned that there is a Curriculum Faculty Fellow in HHS, but not in all divisions.

5. Jack McCoy motioned to recommend the College add Divisional Curriculum Faculty Fellows as outlined by the OAA Curriculum Committee; seconded by Tammy Montgomery; the motion passed unanimously, with no abstentions.

7. Recommendation for Faculty/Course Evaluation Settings – Martin B. & Nick L., Digital Learning Committee (*attached*) (15 min)

1. AC received the recommendation via e-mail earlier this week for review.

2. Martin reviewed the six recommendations for course evaluation settings.

3. Martin met with Teddi Lewis-Hotopp to discuss the current settings for Student Evaluations; learned that students can request a certificate of completion after completing the evaluation, so instructors can provide incentives to encourage student completion; reminded AC that evaluations are already official records of the College; suggested that AC be proactive with our recommendations.

4. Martin and Nick shared recommendations with Diversity and Inclusion Committee – Nicole added that faculty of color tend to receive lower ratings and that D&I discussed changing some language, such as renaming to Student Feedback or Student Questionnaire, instead of Course Evaluation; and adding a DEI question.

5. Questions and discussion occurred – concerned expressed about Recommendation #1; Martin will resume conversation with Teddi and update AC.

6. Motion by Martin to accept Digital Learning Committee Recommendations **#2-6 only** for the Settings in Faculty/Course Evaluations; seconded by Kent Fisher; the motion passed unanimously.

8. Starfish Communications – Holly F. (5 min)

1. Tracy K. updated that Holly will be meeting with the College's Starfish administrators to discuss concerns about the content, language, and formatting of automatically generated Starfish e-mails. (Tabled)

9. General Updates from Committees (30 min)

1. Instructional Success – Tracy K.

- Today is the first of three Faculty Idea Exchange (FIX) Virtual Lecture Series on Diversity, Equity, and Inclusion in the Classroom: *Three Faculty Roles in Our Diverse Community College: Teachers, Healers, Exemplars* presented by Edgar Velez and Marilyn Howard.

- Each presentation will be part of a larger series of presentations that will occur once a month, leading up to the 2021 Faculty Idea Exchange, scheduled for July 9 at the WD Conference Center.

2. Delaware Campus – Ben P.

- Strategy Report - they received a proposal from the Delaware administration and are working with Tina Diggs on feedback to the proposal during this continuing process. Plan to bring to share with AC once the report is finalized.

3. Professional Development – Liz H.

- There is funding available for faculty for conferences.
 - There have been issues with administrators putting limits on funding and/or changing the approval process. Reminder that approval and signature are only required from your department's Professional Development Committee Chair.
4. Diversity and Inclusion – Nicole B.
- Met with Dr. Butler earlier this week to discuss adding Preferred Pathway programs HBCUs, including Central State and Wilberforce; also discussed a Diversity, Equity, and Inclusion-focused SP21 Inservice-Day
 - Black Lives Matter Scholarship –CSCC Foundation said there have been current Title IX issues with scholarships and said the marketing materials for the BLM Scholarship needs to include white students, even if this population is ineligible to receive the scholarship.
5. ITEMS FOR NEXT MEETING
- Nicole B. – College is considering adding Primary Language information back to the enrollment application – concerned about equity and discrimination issues as a result of this.
 - Tammy M. – Safety concern regarding recent incident on campus that was not shared immediately via RAVE and could have placed campus community at risk; campus was not informed until 6 pm regarding an event that occurred hours earlier. She would like a conversation about that at the next meeting and/or feedback of what could be done to shore up that response by our campus. Cathy referred Tammy to CSEA, Jack McCoy of the College Safety Committee, and also asked that she forward e-mails and information to AC Faculty Fellows.

Meeting adjourned at 12:16 PM

Respectfully submitted by Amy Popovich