September 26, 2014

Academic Council/OAA Co-Chairs Meeting - Minutes

I-Attendance – Scott Laslo, Jeffrey Bates, Crystal Clark, Jack Popovich, Tracy Little, Amy DiBlasi, Adam Keller, Mark Bocija, Lisa Briggs, Julie Cronk, Amy DeLorenzo, Sandy Drakatos, Deb Dyer, Holly Finnegan, Marc Lord, Melissa Luebben, Jackie Teny, Eric Neubauer, Ann Palazzo, Antoinette Perkins, Rita Rice, Adele Wright

II-Minutes – Jackie T Miller saw one thing that Tracy will change
Approved – Motion by Holly Finnegan seconded Amy DiBlasi - Passed

III-Business
A-Shared Governance integration & D-Committee Reporting –Shared Governance is now divided into two councils - Policy Council and Academic Council. An MOU through the CSEA bargaining process was put into place to integrate Policy Council and OAA Committees. *First official meeting of this group was* 9/26/14 following the OAA meeting. Some early suggestions from this committee–Want more formal, standardized reports from OAA committees, maybe annually or quarterly in addition to minutes. Want transparency and communication. OAA members pointed out that Shared Governance posted minutes to a web site. Long-term goal is to integrate data from both groups and then perhaps somehow have search capabilities with a content manager. More current reporting requirement/suggestions TBD.

B-Voting and Vacant Seats & C-Upcoming vote & G-Committee Member Update-Election in process right now. Nomination is over and voting will end on 10/1/14. One goal was to add some newer faculty members. It was suggested to include committee descriptions next time so people would know committee missions, activities, etc.

E-Shared Governance Website – in process

F-Working Item Checklist - Item Status List shared by Tracy and each committee should review.

H-Item submission, revisiting past motions – in process

IV-Digital learning – Two forms submitted for approval/feedback

A-Apple iBook Application – Two books have started (Accounting and sociology). Questions:
• Who makes ultimate decision to approve iBooks – Department, DEIS, all?

- Process - 1) External reviewers. Important to accreditation and transferability. Add to iBook application? 2) Plan for edition updates? Add to iBook application?
- Will students need Apple to utilize whole functions of iBooks?
- What happens with other books (eBooks and iBooks) already started across campus?

B-Apple Training – 3 groups so far, about 60 faculty. Apple has run these sessions so far, but Jason Lamar will be trained to be an internal trainer.
Questions:
- Who makes make final decision on who goes to training? Maybe Apple steering?
- How can someone apply for training if they don't know what Apple can do? You don't know what you don't know. CHANGE form to have an option to say "I don't know exactly what I want to do with the training yet"? Need to have the link to the sample LO web site on the form perhaps?

General Apple questions:
- Is Apple being over-used for eBooks (iBooks) and Learning Objects? Message from committee – This is not a permanent Apple plan. It is just the first part. Other technologies and technologies will come into play over time.
- Can we see examples? – There is a Learning Object repository. Maybe it should be publicized more?
- Is there a public Apple computer lab for students? Will this come into play for future students if our LOs and iBooks require Apple? (LOs should not require Apple but iBooks might? Is this true?)
- Is there a process in place for people who get training and then need DEIS help and can't get it?
- Will future training come with same equipment?

Summary - About the two forms – Suggestions were made for changes and several questions were asked. No voting occurred since committee needs to adjust forms.

V. Honors committee – Society of Compass – Five students inaugurated in May 2014. Second round starting now. Nomination reminder is coming in email to faculty. Students receive medallions and $500 cash. Awards ceremony and dinner for students and nominating faculty and staff. No motion required.

VI. Faculty entry and training committee
Distinguished teaching award. Updated Timeline. Also create a pilot Portfolio guidelines document. This is available on CSCC web site.
- Question – Committee only looks at F2F classes, but nothing online. Should be able to showcase both.
- Suggestion – Lunch should only be for winners.
- No motion required.

VII. Curriculum Committee – Math Placement committee (MPC) – Looking at new placement test called ALEKS to replace Compass Test. Challenge with coordinating with Reading and writing placement, and cost of $25 to student (Current Compass test is free, but is not as good.). Also new laws coming into play (HB488). So this is still in process. (All placement tests are in lieu of ACT/SAT/CLEP). Motion to be sent to the Placement Testing Task Force:

- Motion – Holly Finnegan (sp) (Antoinette Perkins (sp) second) – Academic Council Co-Chairs supports changing to ALEKS with the stipulation that a mechanism for financial support be included in the process. Motion passed.

Updates and announcements
1) Program review committee (HLC mandated) meeting Monday 9/30/14 at 8:00. Delay of this based on data warehouse not being complete. Faculty represented by Assessment, Curriculum, Tracy Little. Our concern is the faculty (and perhaps some relevant administrators) are not involved. Some names suggested were David Tom and Bruce Massis, who were not on the list, but are HLC representatives at CSCC.
2) Compliance and disability – There was a dog brought into a classroom where the student claimed it was a service dog. Disability Services is working on communication around compliance. It is recommended that departments request information and presentations from Disability Services and the Compliance Office . OAA Co-chairs would like faculty to be consulted on this policy due to specific rules for labs and other special classrooms (where there are laws in addition to ADA that apply).

3) Building and classroom access – Will discuss next month when representative from the CSCC Police can attend.
4) No further updates

Respectfully submitted by Jack Popovich