

Council for Academic Issues

September 13, 2017  
Wales 203B  
Minutes

**Attendance**

Patti Evans, Henry Bartlett, Mary Seel, Joyce Prindle, Brian Loy, Mark Ryan, Kristen Yetter, Denise Abrams, Diane Kelly, David Brown, Joseph Julian, Jason DeTrani, Rey Wojdat, Timmy Bremer, Scott Kavulich, Lisa Hughes, Rachael Hageman for Susan Seibold-Simpson, Stephanie Malmberg, Dawn Kutz, Beth Mollen, Dani Berchtold for Francis Battisti, Charles Petrolowicz

**Members Excused**

Tairi Mead, Susan Seibold-Simpson, Amy Brandt, Francis Battisti

**Members Absent**

Minhyung Park, Cameron Terenzetti, Susan George

**Guests**

None

**I. Call to Order**

Call to order at 3:04 p.m.

**II. Establishment of Quorum/Approval of Alternates**

Quorum was established

**III. Adoption of Agenda**

Adopted and approved

**IV. Approval of Minutes—August 30, 2017**

Minutes approved

**V. Announcements/Correspondence/Reminders**

**a) The change to the bylaws**

Now on website

**VI. Report of EVP/CAO**

**Francis Battisti/Danielle Berchtold**

No report today

## **VII. Old Business**

**CAI/Continuing Education ad hoc Committee; Members: Rachael Hagerman, Dawn Kutz, Katie Bucci, Lisa Strahley, Susan Seibold-Simpson**

Have not had a meeting yet

There are three standing committees of CAI

We also have a Textbook Committee

So many problems with the bookstore this fall, long lines, not answering phones & emails, not ordering enough books

Some students still waiting for textbooks

Manager of bookstore has been changed, someone from corporate, different management style

Time to resolve issues are very high, issues continue to several weeks

Complaints about bookstore to be forwarded to Textbook Committee with the following wording: "Textbook Committee shall investigate (obtain a copy of the contract for distribution) Follett's contractual obligations to our campus and report back to CAI as soon as possible with the expectation that possible remediation may occur by the end of Fall 2017."

## **VIII. New Business**

**a) Call for nominations for Chancellor's award for Excellence in Adjunct Teaching**

Who might be interested in serving on Chancellor's award committee?

**Rachael Hagerman** (to serve on one of the committee's) and **Jason DeTrani** have volunteered.

**b) Question referred to CAI about noise in the NSC, "Is this noise an academic issue?"**

This issue goes back to Nov. 2014; it is unmanageable, particularly in the lab

Many complaints, instructors have to change how they teach in NSC

Work has been done on the vents, but the problem is the duct work, it's a wind tunnel

Will respond to Dave with list of academic impacts, may not be able to fix it, the HVAC system is too small for the building

List will be put together for Dave, may also wish to voice these issues to COI

## **IX. Assessment of Shared Governance**

Right now putting together assessment tools

Trying to get insight into how other colleges are doing it

Anyone else who would like to be on the Assessment Committee?

**Rachael Hagerman and Scott Kavulich** volunteered.

## **X. Anything additional to come before the Committee**

Issues with online assessments when less than five students participate in the online

instructor/class assessment survey, distance learning committee looking into these issues

There is an issue with the system, but it is being worked on

## **XI. Reports from Committees/Working Groups/Chairperson Report/Updates**

None

## **XII. Adjournment**

Meeting adjourned at 3:43 p.m.

Respectfully submitted,  
Henry Bartlett

<b>Issues/Concerns</b>	<b>Referred To:</b>
Question from Dave – NSC is loud (ductwork – HVAC) is there an academic impact?	CAI
Decker 213 – floor bounces when compressor comes on – safety issue?	COI