

Council for Academic Issues

August 28, 2019

**Wales 203B**

**Minutes**

**College Vision:** Learning today, transforming tomorrow.

**College Mission:** SUNY Broome Community College supports all members of the learning community by creating access to inclusive, diverse educational experiences. Success is achieved through the provision of innovative academics, transformative student support, and meaningful civic and community engagement.

**Values:** INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY

- I. Call to Order - 3:00 pm
- II. Establishment of Quorum/Approval of Alternates
  - a) Alternates - none
- III. Adoption of Agenda
  - a) Approved 3:02 pm
- IV. Approval of Minutes – May 19, 2019
  - a) Approved 3:14 pm
- V. Announcements/Correspondence/Reminders
- VI. Report of EVP/CAO

Dr. Penny Haynes – Working on the goals for the year, sharing that information with their respective divisions, will report quarterly and working through the Middle States process.

- VII. Old Business
  - a. Bullying – Robin P. gave a brief overview looking for endorsement – the President sought out people from across the campus to define bullying and make initial recommendations. They wanted some type of policy. After some discussion they came up with the who and what of bullying but not necessarily the “how” to process claims, etc. Susan asked for more formatting – such as headers and footers and a “How to” draft. Stephanie asked for more long-term processes – more substance needed such as ramifications. Andrea motioned to request this information and the vote was carried.

b. Susan needs volunteers for the Chancellors Award Selection Committee – asked that reps of CAI check with people within their department.

Beth asked is it was for Adjuncts or Full-time? Susan – right now, FT. Christine won the Adj. Chancellors Award and she would like to be on that committee in the future-to help possibly look at the rubric.

#### VIII.

##### New Business

- a) Jim McGee – the Organizational structure consultant will be at the CAI meeting 9/11/19
- b) A Liberal Arts alternate is needed for CAI
- c) STEM – needs an alternate – Elizabeth to take back.
- d) Need a replacement for Denisa Talovic
- e) A parliamentarian is needed.
- f) STARFISH report – Beth M. we are changing the process for midterm grading. Instead of Banner, we will use Starfish – to post D’s, F’s and also, if the student is doing well – giving them a “kudos.” Students will receive this information faster and this is a retention initiative. Michelle and Leslie gave a presentation of how the grading will look. Michelle explained that there was a pilot for Starfish users last Spring (26 professors / 103 course sections) 82- D’s, 161 F’s and Starfish Kudos = 627. There is data that indicates that students who see Starfish increase retention. There are also templates available for the “comments” sections of the grading page in Starfish. The Pilot professors indicated that student replied instantaneously. This would aid with giving students with C or better some positive feedback. The default for the comment section is “no comment.” Andrea may need to work on this with ARGOs reports. Gina asked about how attendance might be utilized in Starfish (Beth indicated that that is in the works). Michelle indicated that other SUNY schools are using Starfish for attendance. Andrea had some questions about fast forward instructors and this process. This grading system starts Fall 2019.

#### IX.

##### Assessment of Shared Governance

- a) Middle States – A. Haggerty
  - i. Andrew needs an invite to the Shared Governance Chari Meeting, he spoke about procedures, past chairs panel and the national Shared Governance is tricky. He is looking at the changes and standard 7 from Middle States. There is a Middle States event – the Self Study, we are hosting a site visit in 18 months. Are we meeting the standards? He will be talking with the steering committee ahead of schedule. Andrew thanked Dr. Haynes for her guidance.

#### X.

##### Reports from Committees/Working Groups/Chairperson Report/Updates

- a) SLAC – A. Haggerty

- i. They will be reconvening to celebrate assessments, have a refresh day, have more professional development activities surrounding the self-study – encourage positive change!

XI.

Susan

- a) No textbook committee chair currently. Do we still need this committee – the discussion was yes. Mark and others had textbook issues again this semester. This issue has been ongoing, the feedback has not always been well received, every year CAI brings up this issue, Stephanie spoke about book vouchers, and Andrea brought up the fact that last year, there were only reports on textbook issues but never by the Chair of the committee.
- b) Susan would like a rep from each dept. to email her within a week with their respective text issues this semester. By Sept. 4, 2019
- c) Andrew would like someone on SLAC to be on Tech. Committee
- d) Susan would like Carine to report out distance learning committee details if she is still the chair?
- e) Gina will report out Micro-Credentialing and Applied Learning.
- f) Susan indicated that one of CAI’s charge was to share information. She is hoping for representation for this communication sharing.

XII.

Adjournment - 3:50 pm

Next Meeting: 3:00pm, Wednesday, September 11, 2019

**Attended:** B. Privitera, D. Chirico, A. Haggerty, J. Prindle, L. Heron, E. Frye, K. Yetter, E. Congdon, J. Julian, M. Ryan, S. Siebold-Simpson, A. Roma, G. Chase, S/ Malmberg, C. Duffy-Webb, B. Mollen, P. Haynes

**Alternates:** None

**Guests:** D. Berchtold, L. Reid, M. Beatty, R. Petrees

**Excused:** A. Brandt, D. Talovic

**Absent:** A. Vanhorn, D. Brown, J. DeTrani, D. Ball, C. Surdey

Issues/Concerns	Referred To: