

Council for Academic Issues

November 2, 2016
Wales 203B
Minutes of Meeting

Attendance

Jeremiah Godfroy, Destiny Louissant, Mary Donnelly, Henry Bartlett, Mary Seel, Scott Corley, Brian Loy, Mark Ryan, Holly Jones, Diane Kelly, Tairi Mead, Joe Julian for Major Barnett, Lisa Strahley, Rey Wojdat, Timmy Bremer, Lisa Hughes, Scott Kavulich, Sue Slivan, Donna Rehak, Dawn Kutz, Amy Brandt, Beth Mollen, Francis Battisti, Robert Greaves

Guests

Dani Berchtold, Sesime Adanu, and Megan McGuinness

Members Absent

Joan Lubar

Members Excused

Denise Abrams
Major Barnett

I. Call to Order

The meeting was called to order at 3:04 p.m.

II. Establishment of Quorum/Approval of Alternates

Quorum was established and alternatives were approved.

III. Adoption of Agenda

The proposed agenda was approved.

IV. Approval of Minutes—October 26, 2016

The minutes were approved as electronically submitted.

V. Announcements/Correspondence/Reminders

Your Voice Matters: Tuesday, November 8th, 11:00 a.m. to 11:50 a.m. Will listen to everyone's concerns and distribute those concerns as appropriate.

Diane and Rey will serve on Chancellor's Award Committee.

Two vacancies for representatives on CAI needs to be addressed. People have been contacted about these vacancies, Health Sciences and Classified Services.

Mary Donnelly will be participating in a COACHE webinar tomorrow afternoon.

VI. CAO/Chairperson Report/Updates

a) CAO: Francis Battisti/Danielle Berchtold

Academic Affairs, student mobility issues to be assessed, 55 transfer paths for students, guarantee for transfer and acceptance only if students take courses on path, the student's

responsibility to push transfers forward, should be college's responsibility, and the SUNY colleges have to accept our general education courses. If student is having a problem, must get specific problem student is having so Battisti can address it. Facilities Plan meeting tomorrow at 11:00 a.m. and 1:00 p.m., go if you can. Campus culture survey for Perkins Funding is underway. Resolution, transfer advising, when people are advised they should get information about jobs, expenses, copies of syllabi, this is not a current policy, will be bringing this forward. Reorganization is coming in divisions in August when Debbie Morello leaves her position as V.P. for Student & Economic Development. Her replacement will be chief diversity officer and will fill many other hats. Kelly Ligeikis is going to Delhi to be provost. Internal search is under way to fill her spot as an interim. Plans for national search but interim could apply for full time spot. Battisti is going to Columbia for meeting. Battisti is working on creating more relationships in higher education.

b) CA: Mary Donnelly

Attended part of CA meeting on Monday. News was about Debbie Morello's vice presidency changing as reported by Battisti. Middle States changing assessment schedule. Was every ten years now full report every seven years with periodic reports every year. However, Sesime comments that it is every eight years, not seven.

c) FCCC: Rachael Hagerman

Campus may be able to be a partner for awareness for violence prevention. Can run college campaign or go with SUNY campaign. Resolution on micro credentialing came out. Student governance at community colleges was discussed. Many friendly amendments were made. Now waiting for official changes. Our campus is very inclusive of students. No concern for us. OER framework discussed. Three meetings related to online education and OER. Middle States updates have already been covered. Meetings among several groups will occur before funding comes for SUNY EXCEL.

d) SLAC: Rachael Hagerman

Last of the reports have been collected. Compiling reports now. Plan to have them ready in a couple of weeks. Next planning form has gone out. Professional development offering this Friday that is related to assessment issue. Currently developing standards to assessment results. Looking at Middle States guidelines for assessment reports. Program Review Committee will be holding orientation tomorrow from 2:00 p.m. to 3:00 p.m. PR committee designed to help people do program reviews. There to offer services and assistance. Developing a place for resources, shared government office, have resources available on bookshelf. More resources will be available for program review this year. Meeting with chairs and deans soon to talk about how we can increase the number of fast-forward and online courses in assessment. When Middle States comes we want to have a mature assessment program. What do chairs/deans think about this and what about professional development offerings? Met with continuing education about assessment this week. Want continuing education courses assessed as well. Micro credentialing report there is focus on partnering academic education with continuing education. This will be hitting us soon. Question came up: Rubric for department assessments, will this be vetted somewhere? Middle States will say this is what assessment should include. It will be a yes or no for

us. More like a checklist than a real rubric. Will not be for this academic year. Will start to have more communication from SLAC back to department chairs. New SLAC website coming soon. Just making sure we are meeting Middle States expectations.

Reports from Committees/Working Groups

a) SG Chairs

Met on Oct. 24. Discussed many things already presented here. Long discussion on alternates and roll of alternates on the shared governance bodies. Nothing forwarded to CAI.

b) Textbook Committee

No report directly from committee. However, there are issues with asking faculty not to use out of print textbooks. What is the move? Each department may have its own issues regarding textbooks. It is more expensive for bookstore to acquire old textbooks than new at a certain point. Should this be communicated to colleagues? You also get into accessibility issues for students which can be a big problem with old textbooks. Certain times around campus, mainly health sciences, many times students are printing hundreds of pages. Students don't use textbooks, but are printing. Are the students using the book? Some faculty may not know all the choices etc. It is ultimately up to the faculty. Have to work with the bookstore and keep them in the loop.

c) By Laws Committee

Two changes, one a clarification and one an addition.

These are designed to take care of issues that have come up for CAI.

There was some discussion about change in item (1) related to its clarification and the need for flexibility. The goal is to keep constituency in the solution no matter what.

There was discussion about the wording of item #3. Motion to table taken and it is so and discussion will be continued in two weeks.

As submitted by Robert Greaves:

“Two motions are offered to CAI by the bylaws workgroup consisting of Brian Loy, Rey Wojdat, and Robert Greaves.

(1) In the bylaws, Article IV, Vacancies, section 1. It is moved that the second sentence (Vacancies shall be filled by election or appointment from the appropriate constituency to complete the remainder of the term) be stricken and replaced with the following:

Vacancies for the remainder of the term shall be filled preferably by the appropriate constituency electing a replacement. If need be, the resigning member can appoint their replacement from their constituency with the approval of CAI.

(2) In the bylaws, Article IV, Vacancies add a section 3 as follows:

3. A recording secretary being necessary to conduct business, should circumstances arise where the CAI is without a current member who can serve as the Recording Secretary, the chair may nominate a person eligible for membership in CAI but who is not a current member to the Acting Recording Secretary as a non-voting member who shall serve until a current member becomes available.

VII. Old Business

a) International Education Assessment

Is action needed on international education assessment? A subcommittee was created. This now includes Rey, Donna, and possibly Erin but Rey says she will not, but Mary Donnelly will ask her anyway.

VIII. New Business

a) Voting Rights and Subs

Issues rose about by-laws and substitutes. Nothing in by-laws that says a sub has to be from a member's area. What rules are we following when CAI has to do things? By-laws require consistency, too many holes, and 33 minutes was spent on reports today. By the time we are through reports people are already looking at their watch. We spend too much time reporting out when this could be done another and better way. Shared governance has become a reporting thing, nothing solved, just keep going. Other colleges think we are crazy. Some feel non-academics taking part in academic debates is an issue. Votes from non-academic faculty on academic issues are possibly too inclusive. Kelli wanted TRC to have a vote which is not acceptable to Rey. There is a dilution as to what it means to be an academic. When students are judging academic matters and starting to have voting rights, what background do they have for making these decisions? Doesn't mean we don't want to hear from them, but it is just important for us to develop by-laws to cover things in a much better way. Everyone is respected but there are different roles for each.

Issues with students and clubs were discussed.

We spend so much time doing outputs rather than doing outcomes and dealing with the real problems.

We have not had an assessment of shared governance and Middle States will want one. It seems like this is a good opportunity.

Concern over new leaders every year. It is difficult, should we switch that position every year. Does this allow us the opportunity to develop to a more mature governance body? It takes time to deal with what you are doing within the context of shared governance. As CAI chair there are six other meetings to attend as chair on other committees in ex-officio capacity. Is this draining, it is the learning, the second year is easier, yes, but it is not easy. This is an opportunity to assess.

Three years ago we looked at meeting structure and came up with three more committees. What can we do to help? We need to knock out some issues that are coming up all the time. Academics include many other things and the vote of others can be very important. The nature of this body may need the votes of many others. Others need to have a say. There may need to be further discussion on what CAI is looking at and why. Students are represented by CA. Shifting power may be appropriate which might actually work out better.

Motion requested to do something in spring semester related to assessing shared governance. More discussion continues, but question is, do we wish to form a committee and take this to shared governance chairs for decision. Do we need a committee? Each body should have their own assessment. Committee to develop assessment tools for this committee.

Other shared governance chairs say their meetings are brief.

Motion to form a committee to develop assessment tool to assess effectiveness of CAI. Middle States needs us to assess the shared governance structure. May need to do this because there is an expressed need, not just for Middle States.

And once again, I need two motions, much discussion occurs.

This discussion is about a major by-laws overhaul, and so much work. Don't think it is CAI job to assess this belongs to CA.

Motion to take this to CA to carry the request to assess Shared Governance to CA.
Request that CA contact SLAC chair for more information.
Motion carries by voice vote.

b) SWOT Analysis

Opportunities:

Low percentage of people with college degrees in this community
Many people who need retraining for new career are living in this area
High cost of college at other institutions is an opportunity for us
The fact that Binghamton University is just across the river is an opportunity for us
Low cost of living relative to other place
Community likes the college; good relationship with sectors of the community (can build on this)
Potential to grow online and fast-forward offerings and availability
Big pool of students for certificate programs (students with degrees coming for certificates)
Leverage diverse student body
Alternative classroom venues, natural spaces close by
Growing awareness of agriculture
Hub of Interstate Transportation System
Percentage of public school teachers retiring – may lead to program growth (education, healthcare)
Local desire for economic growth
Active local arts community (allows students to present work at different community events)
Home school populations represent target market for recruitment (opportunity to serve this population)
Opportunity to change college reputation (opportunity to do this when visiting schools, outreach)

*Rey expressed how SWOT is typically split down and how strengths and opportunities differ. Opportunities are action items in the business world.

Motion to continue SWOT to the next meeting due to running out of time. Motion was taken, moved, and approved. More SWOT next time.

IX. Adjournment

Meeting adjourned at 4:43 p.m.

Next meeting on Wednesday, November 16, 2016

Respectfully submitted,

Henry Bartlett