

Council for Academic Issues

September 14, 2016
Wales 203B
Minutes of Meeting

Attendance: Jeremiah Godfroy, Mary Donnelly, Henry Bartlett, Mary Seel, Scott Corley, Gian Roma, Mark Ryan, Diane Kelly, Tairi Mead, Chris Baumbach (as alternate for Joan Lubar), Joan Lubar, Major Barnett, Lisa Strahley, Timmy Bremer, Lisa Hughes, Scott Kavulich, Sue Slivan, Katie Bucci, Diana Lenzo, Dawn Kutz, Amy Brandt, Beth Mollen, Francis Battisti, Robert Greaves.

Guests: Debbie Morello, Dani Berchtold, Karen Pitcher, Joe Kopyar, Rick Firenze, Chris Baumbach, Penny DelFavero

Members Excused: Denise Abrams, Holly Jones

Members Absent: Rasheed Mclean, Rey Wojdat

- I. Call to Order** - The meeting was called to order at 3:05 PM.
- II. Establishment of Quorum/Approval of Alternates** - Quorum was established and alternate approved: Chris Baumbach for Joan Lubar
- III. Adoption of Agenda** - The proposed agenda was approved with some changes. Dr. Edington is not here today as planned but Francis will provide a report on Achieving the Dream. Rachael is out so there will be no FCCC or SLAC reports. There were no objections to these changes to the agenda.
- IV. Approval of Minutes** – August 31, 2016 - Minutes were approved as submitted.
- V. Announcements/Correspondence**
 - a. What is the difference between Achieving the Dream and Achieving Success? Achieving the Dream is the company. Achieving Success is our initiative.
 - b. Mary announced that PTK is having an international film series, the first of which is this evening: Black Girl, a film from 1966. It's in T102 at 7:00 PM.
- VI. CAO/Chairperson Report/Updates**
 - a. **CAO:** Francis Battisti:
 - Yesterday the university trustees passed a motion on 'banning the box'. This is regarding the box checked (on an application) by anyone convicted of a felony. The committee reviews the application when the box is

checked. Research shows discrimination and no uniformity. Moved to remove the obstacle. This goes into effect for the 2018 admission cycle. Questions need to be answered if they are in housing or applied learning programs. The FCCC will be looking at this.

There was discussion on applied learning, discrimination and stereotyping, safety issues. The college should be based on equal opportunity. The majority of convicted felons are not violent. There are ethical issues. Should we admit someone who will be unable to complete their program (if it is health care or child care)? We need something in place to catch the exceptions.

- Articulations: Katie Bucci is coordinating. A lot are coming to us. We approached Marywood and they want to bring their chairs to meet with our chairs.

- Mechanical Building – re-do of the whole building coming in the spring of 2017. Carnegie Library ribbon cutting is September 29th.

The applied learning report and diversity report are due this year.

- Achieving Success: the two coaches (Mary and Renee) are working with us on qualitative and quantitative outcomes. There is a core team and a data team. They are not closed committees. This is faculty driven and has faculty ownership. We are defining success, stepping back and reflecting, looking at the data and deciding on initiatives. Gian Roma distributed a handout on the use of data to support efforts. He introduced the acronym WIGS: wildly important goals. Data isn't always obvious.

There was discussion on identifying performance gaps, the action plan to come, the focus groups and possible training on data collection. This is not a cookie cutter and there is a need to have these discussions.

- There is a book out: To My Professor: Student Voices for Great College Teaching. The TRC will get it. We don't celebrate exciting teaching, showcasing faculty and sharing innovative work.

- b. **CA:** The Southern Tier Incubator is scheduled to open in the spring and BU is still having operational meetings. Will start having meetings every two weeks.

The SG Chairs met and reviewed some issues: textbooks. Under-ordered books. Data was collected by Mary – there is info on some pretty specific issues. Karen Pitcher reported that the committee met yesterday.

There was discussion on the timing of book orders and that some are using older editions that are out of circulation. There was discussion on the need to improve communications with the bookstore, and that classes fall behind if their books are not available. Custom books can't be resold or sold back if they are not bought by students. The ISBN is special for custom books and they are often the same as the textbook, just not bound. CDs (when used) can be damaged. There was also discussion on bundled packages.

The bookstore generates their purchase orders based on the number of students enrolled in each section.

Is there a protocol for ordering books? Is it up to the faculty member? It's dependent upon the department; each area handles it in their own way.

Some of the policy comes from Follett. There is room for improvement on everyone's part. Please bring any questions or concerns to the bookstore. Katie Bucci is the CAI liaison to the textbook committee.

Congratulations to Joe Kopyar on his new position.

VII. Old Business:

- a. Chancellor's Award for Adjunct Faculty: volunteers needed for the committee. Diane Kelly and Chris Baumbach have volunteered.

VIII. New Business:

Recording Secretary: Mary was supposed to be recording secretary but can't be as she is filling in for Denise as chair. After some discussion of the duties and the possibility of recruiting someone from outside the group, Henry Bartlett agreed to become the recording secretary.

IX. Adjournment - meeting adjourned at 4:32 pm

Next meeting is Wednesday, September 28, 2016.

Shared Governance Chairs met August 17, 2016
Chancellor's Award for Excellence in Adjunct Teaching

Respectfully submitted,

Penny DelFavero
College Assembly Secretary