

Michael J. Grant Campus

Academic Assembly

## **February 26, 2019 Meeting Minutes**

1. Alexander Kasiukov called the meeting to order at 3:34 p.m.
2. The minutes of [December 11, 2018](http://kasiukov.com/assembly/updates/2018-12-11/assembly-2018-12-11-minutes-draft.docx) meeting were approved unanimously.
3. [Take Back the Night Event](http://kasiukov.com/assembly/updates/2019-02-26/index.html" \l "Grant-Campus-Take-Back-the-Night-Planning-Committee) announcement (students) Students set up a table outside of the HSEC lecture hall during the Assembly to raise awareness of the event among students and faculty.
4. Chair's Report (Alexander Kasiukov) see <http://kasiukov.com/assembly/updates/2019-02-26/index.html>
   1. Two changes to the schedule:
      1. Fall 2019 – online classes will follow a 15 week schedule, the same as face-to-face classes
      2. Fall 2020 – evening classes will transition to the 15 week schedule as well.
   2. Tri-campus Governance – the Blackboard forum will be closed on March 5th.
   3. The Faculty Resource Guide is completed and the process to edit it has been finalized. Please review the guide and forward any changes/concerns/suggestions to VP Beaudin.
   4. Nominations for the SUNY Awards for Excellence are open. The nominations for the Governance Awards are open as well. We are also starting to use SUNY’s Distinguished Faculty Rank designation.
   5. There are vacancies open for the delegate and alternate delegate on the SUNY Faculty Conference for Community Colleges.
   6. OER Committee is being formed to review grant applications for the development of new resources.
5. [Resolution 2019-02-[01]](http://kasiukov.com/assembly/updates/2019-02-26/assembly-resolution-2019-02-%5B01%5D-ad-hoc-committee-on-student-retention.docx) Authorizing the Formation of an Ad-hoc Committee on Student Retention (Tat Sang So) Approved [44-2-1]. (The organizing meeting of the Committee is scheduled for Thursday, February 28, 2019, between 3:30 and 4:30 p.m. in Sagtikos, Room 221.)
6. Distance Education at SCCC (Paul Beaudin, Camille Karlson)
   1. Concerns that have been raised about distance education are already being addressed. Dr. Beaudin and the DEC committee to address faculty concerns. Camille Karlson will present on the change within the online education at the College.
   2. At the meeting with the SUNY Provost, he expressed that one of the areas that SUNY is focusing on is Open Educational Resources (OERs). At this point, SCCC is the 3rd largest user of OERs in the SUNY system. We have SUNY grant money available is you would like to create new OERs for students. Paul Basileo is the contact to apply for OER grant money. The College is not incentivizing the use of OERs.
   3. The Blackboard Teaching series is being held on all three campus to help full-time and adjunct faculty in using Blackboard. ADA Training is also being given at departmental trainings and workshops for accessible Word and PowerPoint.
   4. Developed the Advanced eLearning Academy. Incorporated a refresher and redesign initiative. Faculty are asked to self-assess their course using the QM Rubric Certification and use that information to revitalize their online course. Also are working on theoretical constructs as they relate to online learning.
   5. ADA compliance, OERs, creative commons, and hopefully synchronous opportunities. An OER workshop was held that was attended by many downstate faculty members.
   6. Smarter Measure Pilot – student reflected on whether the online learning modality is a good fit for each student. Anyone interested in piloting it in their online class or department, please contact Camille Karlson. The hope would be that when a student declares that they would like to take an online class or be a distance learner, that Smarter Measure would be employed to determine whether the student is ready for the online modality.
   7. SensusAccess – accessibility software that converts documents into multiple accessible formats.
   8. 27 programs are in the online format. 2 degree and certificate programs are completely online.
   9. 15.6% of the seats are in the fully online modality. 71.1% of the online students earned an A, B or C in their online course. Were the students that didn’t complete broken out from those that failed? Numbers will be provided further breaking out the attrition rate further.
   10. SCCC is now a part of the National Council for State Authorization Reciprocity Agreement (NC SARA) which means we can now deliver online education across state lines. Allowed the College to educate 4 out-of-state, 6 international and 59 out-of-county students in the online setting.
   11. OPEN SUNY Institutional Effectiveness was looked at to determine the state of online education at SCCC. Identified best practices, areas that need attention and what’s working. 9 subcommittees have been formed to look at our online learning and ensure that we are doing it effectively with best practices in place.
   12. Proctoring for online courses is being investigated. Middle States requires that we verify that the person taking the online exams is in fact the person registered and receives the credit. Vendor meetings are being held and options being considered for proctoring centers for online learners and in home proctoring.
   13. eAcademy training – anyone interested in teaching can apply and will receive 3 credits of reassigned time to complete the eAcademy.
7. Campus Update (James Keane) Enrollment, Retention and Student Success
   1. We knew of the decline because of the declining Suffolk County high school graduation rates. Enrollment 2023-2025 will be a bit of a challenge. We were consistent last spring and fall and we held consistent with our predications. Then this spring happened and the decline has been felt – about 7% decline across the College. The applied versus those accepted was a bigger down turn. First time in years that we have less than 1,000 sections. Our FTE count is lower than 5,000.
   2. The Grant students face greater financial as well as great education support needs in comparison to the rest of the College. Dean Keane will provide the presentation to Alexander Kasiukov for inclusion in the minutes for all of the statistics.
   3. Looking at our intake process for students to make it the best it can be. Liz Spagnola has been working on streamlining the process for our students reducing run around, etc. Last summer every student did a satisfaction survey and most were satisfied with the process.
   4. Still looking at issues of retention and admission. Asked the faculty to read through the program offerings and ask if we are staying relevant to the market today. Do we have programs that are enticing and are transferrable/lead to jobs? How can we add programs without adding faculty? It will be necessary to include the adjuncts into the picture here. Full-time faculty are expected to serve the College in these ways, adjuncts will need to be compensated for this time requirement.
   5. Part of the retention problem is that too many of our students can drop out without anybody noticing. We need better connections between students and faculty.
   6. Adjunct faculty (we have approximately 100 full-time faculty and 800 adjunct faculty) need to be part of this discussion and need to be a part of taking student advising lists and will need to be compensated for this in curriculum writing, and program development. It’s a conversation that needs to be had.
   7. It’s a good time to look at what’s growing, what’s not and what we can do to help the College to offer new and future programs for growth on the Campus.
8. [SUNY Faculty Council of Community Colleges](https://www.fccc.suny.edu/) update (Danna Prather)
   1. The committee is comprised of representatives of the community colleges across the state.
   2. General Education discussion – should SUNY Gen Ed be changed? Trying to develop a white paper for suggestions. Talking about dropping from 10 Gen Ed areas to 7 and completion of those requirement could be done at any point in your career – at a 2-year or 4-year school. With SUNY 64, students would be able to choose different classes, making their schedules freer.
   3. Consensual relationship policy – no decision but a tightening of policies is expected.
   4. MMR regulations were changed and if you don’t have your MMR you are out of class. It is a problem for us because our students don’t have the availability to get the vaccination and have it covered by healthcare.
   5. Childcare Funding Resolutions – always fails in the fall, same resolution will be proposed in the spring and many times it passes in the spring.
   6. A call for SUNY to create of a gender inclusivity task force.
   7. Chancellor Johnson has called for an OPEN SUNY University. We need to watch this so that we don’t become contingent faculty for a university that we are not a part of. Some of the larger universities are taking part in outside provider materials – not something that SCCC is interested. Education is not a business. We are not a diploma mill. SCCC through VP Beaudin and Dr. Karlson are sending a strong response to this concern to the Provost.
   8. New Funding Model Resolution has been sent to Albany. Trying to base funding in part on an aggregation of 3 years of enrollment and then FTE on top of that.
   9. Dana Prather’s term ends at the end of this year, we elect a delegate and an alternate. There is no release time, but there is reimbursement from the College for travel expenses. Along with some travel, you are responsible for gathering information about how SCCC handles certain situations. The letter for being considered a delegate will be sent in April.
9. Tri-Campus Governance - Alexander Kasiukov handed out surveys to the members regarding the Tri-Campus Governance, please hand them back in today.
   1. OMITTED: Curricular Process and the need for inter-campus coordination (Janet Simpson)
   2. Blackboard Community Discussion Forum: summary and March 5, 2019 closure reminder (Alexander Kasiukov)
   3. We will try to have a face-to-face meeting during Professional Development Day. If not, we will schedule it at another time. Hopefully, by the net time the Assembly meets we will have an up or down vote on the proposal by the task force.
   4. Marc Fellenz - It is an opportune time, to look at governance, involvement of adjuncts and the Board of Trustees. I would like to propose that maybe during the next Assembly we have a small working group to look at these issues.
10. For the Good of the Assembly
11. Motion to Adjourn

Meeting adjourned at 5:00 pm.