



College Council Meeting Minutes December 12, 2013

COLLEGE COUNCIL MEETING MINUTES December 12, 2013 Office of College Services Board Room

ATTENDANCE

Present	Absent	Guests
Richard Allison	Mary Frances	Eugene Anitori
Maryann Anderson	Archev	Lillian Briola
Elizabeth Claytor		Yvonne Burns
John Dziak		Fran Dice
Carl Francolino		Lawrence Doperak
Rita Gallegos		JoAnn Hauer
Shirley Harr		Lenore Hiller
Donna Imhoff		Neil Jones
Evelyn Kitchens-Stephens		Joann Lower
Gretchen Mullin-Sawicki		Dan Maddox
Audrey Rosenthal		Barry Noel
Vickie Rostis		Devin Patterson
Justin Tatar		Lisa Slagle
Barbara Thompson		David Sluss
Marianne Trale		Brenda Trettel
Stephen Wells		John Wallace

Maryann Anderson, College Council Chair, called the meeting to order at 2:30 PM.

AGENDA ITEM I: APPROVAL OF THE MINUTES OF THE NOVEMBER 14, 2013 MEETING OF COLLEGE COUNCIL

Evelyn Kitchens-Stephens moved to approve the minutes of the November 14, 2013 meeting of College Council. Marianne Trale seconded the motion and the minutes were approved as presented.

AGENDA ITEM II: SUBCOMMITTEE REPORTS

A. ACADEMIC PLANNING

Proposal: Recommendations for the Full Time AFT Hiring Rankings, 2014-2015 AY

Stephen Wells distributed the recommendations for full-time AFT hires, and reported that the Subcommittee met in an open session last week to discuss the recommendations, and to hear any additional justifications. Dr. Wells commented that currently there is a hiring freeze, and it is possible that no one would be hired from the recommended list.

Dr. Wells then reviewed the hiring process. The Department Heads generate their hiring recommendations which they present at their campus Department Head meetings. The Department Heads work to develop a prioritized list which goes to the Campus Presidents and then to the Academic Planning Subcommittee.

Academic Planning considers many factors when constructing the final prioritized list, such as the campus ranking, the number of students impacted, the number of full-time faculty in the program, safety and accreditation issues and the narrative. They also take into consideration announced retirements. Dr. Wells thanked the members of the Subcommittee who work very hard constructing the best list possible.

Gretchen Mullin-Sawicki objected to the distribution of recommendations which placed the only recommendation from North campus in ninth place. Dr. Wells replied that each position was considered on its own merits.

Rick Allison commented on the Paramedic position for Boyce Campus which was in tenth place. Mr. Allison said that with a developing program like the Paramedic Program, it is important to have a full-time permanent person in the second year of the program. He asked to have it moved higher. Lillian Briolo, Allied Health, Boyce Campus, also spoke in support of the Paramedic Program and volunteered to have the DMS position which was in eighth place switched with the tenth place Paramedic position.

Rick Allison moved to switch the Paramedic and DMS positions on the list of recommendations. Rita Gallegos seconded the motion and the motion passed eight votes in favor, two votes opposed, and two abstentions.

Carl Francolino moved to approve the revised list of recommendations. Shirley Harr seconded the motion and the motion passed ten votes in favor and two abstentions.

The revised list of recommendations appears at the end of these minutes.

Discipline/Program Review: Program Review for Administrative Assistant Degree Program #785 and Administrative Computer Specialist Certificate Program #234

Joann Lower, CIT Dept Head at Allegheny Campus presented the proposal. Mrs. Lower explained that this program at one time was the Administrative Office Professional Program. Steve Wells commented that everything was in order with the exception of assessment data which was missing. Dr. Wells reminded everyone that assessments should be completed annually and included with the program reviews. There were no recommendations for faculty, facilities or equipment.

Gretchen Mullin-Sawicki asked about the tracks. Mrs. Lower said they are helpful for people who are already employed. Evelyn Kitchens-Stephens commented on the high GPA for students. Mrs. Lower explained that most of the students in the program are returning students who tend to be more serious.

Donna Imhoff commented that graduates of this program are in demand in the shale industry, especially in new corporate headquarters being built near the airport.

Gretchen Mullin-Sawicki moved to accept the program review. Donna Imhoff seconded the motion and the motion passed unanimously.

B. ACADEMIC STANDARDS AND STUDENT AFFAIRS

Proposal: Academic Residency Credits – reduce from 30 to 21 credits

Evelyn Kitchens-Stephens said the proposal was heard at the subcommittee meeting of November 21st.

Fran Dice presented the proposal and explained that in examining academic policies, she considered the minimum number of credits a student must earn at our college in order to earn a degree. Ms. Dice analyzed other Pennsylvania community colleges and several others across the country, and found that some schools are continuing with a 30 credit minimum; however, the trend is toward fewer credits. Schools recognize that students move, and statewide initiative such as TAOC support this mobility. This would support military personnel as well

as the general population. Additionally, a major goal of colleges is to improve graduation rates, and this would contribute to that goal.

Carl Francolino expressed concern that it would be possible to take no courses in a discipline and earn a discipline specific degree here. With that in mind, Rick Allison moved that the proposal be changed to apply only to the Associate in Science in General Studies 089 and Liberal Arts 002 and 006 degrees. Gretchen Mullin-Sawicki seconded the motion to revised the proposal. The motion passed unanimously.

Audrey Rosenthal moved to accept the revised proposal. Rita Gallegos seconded the motion and the motion passed with 11 votes in favor and 1 vote opposed.

Proposal: Counseling Department Comprehensive Student Development Services Assessment

Yvonne Burns, as the Functional Dean for Counseling, presented the assessment. Many Counselors were present from the campuses. The Counseling Department deals with many student issues including personal, academic, career and transfer counseling as well as placement testing. Each campus has a Department Head and 3 counselors or the equivalent in part-time counselors. The assessment looked at many aspects of how to personally assess students, such as how prepared students are for testing and the value of the suspension appeals process. The assessment included a review by an external evaluator.

Shirley Harr moved to accept the assessment. Donna Imhoff seconded the motion and the motion passed unanimously.

C. ASSESSMENT AND RESEARCH

Carl Francolino reported that the most recent Assessment and Research Subcommittee meeting was cancelled. The Subcommittee will meet December 19th to consider the recent server update.

D. CURRICULUM

Proposal: Changes in course titles to CJC 101, CJC 205 and CJC 207 and revisions to the Criminal Justice and Criminology Program (600.5) reflecting these title changes and the addition of CJC 102. Programs that use CJC 101 will be updated. In addition, the course description in CJC214 will be revised.

Rita Gallegos reported that at the Subcommittee hearing, the major objections came from CIT faculty because of the elimination of CIT from the program. Barry Noel presented the proposal and explained that changes were necessary so that the program would be in compliance with TAOC. Mr. Noel explained that course titles were updated to better reflect the content of the courses and course descriptions were updated.

Carl Francolino expressed concern over the elimination of CIT, stating that we are ignoring our own general education guidelines which have a technology component.

Steve Wells moved to accept the proposal. Elizabeth Claytor seconded the motion and the motion passed four votes opposed and nine votes in favor.

AGENDA ITEM III: UNFINISHED BUSINESS

There was no unfinished business.

AGENDA ITEM IV: NEW BUSINESS

There was no other new business.

There being no further business, the meeting ended at 4:47 PM.

Respectfully submitted,
Barbara Thompson
College Council Secretary

AFT Hiring Recommendations, 2014-2015

1	Librarian (SirsiDynix)	Systemwide
2	Criminal Justice	Allegheny
3	Nursing	South
4	Nursing	Cal. U
5	Math	South
6	Math	Allegheny
7	Counselor	Boyce
8	Allied Health/Paramedic	Boyce
9	English	North
10	Allied Health/DMS	Boyce
11	Culinary Arts	Allegheny
12	Chemistry	South
13	Art Ed. Tech.	Boyce
14	Business/Econ	Boyce
15	Allied Health Ed. Tech	Boyce
16	Natural Sciences Ed. Tech.	Allegheny
17	Biology	South
18	English	Allegheny
19	Early Childhood	South
20	Chemistry	Allegheny
21	Math	South

22	Communication/English	Boyce
23	Nursing	Boyce
24	Nursing	South
25	Art	Allegheny
26	Math	Allegheny
27	History	South
28	Nursing	Boyce
29	English	South
30	Biology	Allegheny
31	Math	South
32	Chemistry	Boyce
33	Nursing	Allegheny

