



## College Council Meeting Minutes March 13, 2014

**COLLEGE COUNCIL MEETING MINUTES**  
**March 13, 2014**  
**Office of College Services Board Room**

### ATTENDANCE

Present	Absent	Guests
Maryann Anderson	Richard Allison	Richard Betters
Mary Frances Archey		Quintin Bullock
Elizabeth Claytor		Fran Dice
John Dziak		Brenda Trettel
Carl Francolino		
Rita Gallegos		
Shirley Harr		
Donna Imhoff		
Evelyn Kitchens- Stephens		
Gretchen Mullin- Sawicki		
Audrey Rosenthal		
Vickie Rostis		
Justin Tatar		
Barbara Thompson		
Marianne Trale		
Stephen Wells		

Maryann Anderson, College Council Chair, called the meeting to order at 2:30 PM. Mrs. Anderson welcomed President Quintin Bullock to Council, and each member introduced himself or herself.

### **AGENDA ITEM I: APPROVAL OF THE MINUTES OF THE FEBRUARY 27, 2014 MEETING OF COLLEGE COUNCIL**

Carl Francolino moved to approve the minutes of the February 27, 2014 meeting of College Council. Gretchen Mullin-Sawicki seconded the motion and the minutes were approved as amended.

### **AGENDA ITEM II: SUBCOMMITTEE REPORTS**

#### **A. ACADEMIC PLANNING**

Stephen Wells reported that the Subcommittee did not meet for lack of proposals. There are three programs reviews which will be presented soon. They are Automotive, Welding and Social Work.

#### **B. ACADEMIC STANDARDS AND STUDENT AFFAIRS**

##### **Proposal: New Course Repeat Policy**

Richard Betters presented the New Course Repeat Policy. The proposal allows a student to repeat a course a

third time only with the permission of the Associate Dean of Academic Affairs. The reason for the third repeat must be compelling, and the student must sign a form indicating that he or she understands the implications. The implications are that the third attempt is the final attempt, that the last grade received stands, and that the student may be required to participate in academic support services, such as tutoring, the Math café or Learning Commons.

The Subcommittee asked that a draft of an informed consent form be included with the proposal. Council members were reluctant to pass a proposal with a form that was labeled "draft." It was also felt that because the form was called "informed consent," that it should be reviewed by the College's attorney. Additionally, the word "compelling" is too ambiguous.

Steve Wells moved to accept the proposal. Shirley Harr seconded the motion. After much discussion, Gretchen Mullin-Sawicki moved to table the proposal until it can be reviewed by the College attorney. Carl Francolino seconded the motion and the motion passed with 12 votes in favor and 1 abstention.

### **C. ASSESSMENT AND RESEARCH**

Carl Francolino reported that the Subcommittee met on March 6th with a regional representative of Blackboard. Blackboard is interested in turning their focus back to their core business rather than trying to develop new initiatives such as their cloud. Mr. Francolino said that by enrollment, we are one of their largest customers.

Members of the Subcommittee talked about the importance of keeping Blackboard going even if we encounter problems. For that, Blackboard wants the College to pay for two licenses.

The Blackboard representative stressed that they are listening to our feedback. Mr. Francolino said that Blackboard has improved their response time.

Mary Beth Johnston will be meeting with the Subcommittee at the next meeting to discuss closed captioning.

### **D. CURRICULUM**

#### **Proposal: Revision Deletion of BUS 237, Financial Statement Analysis**

Brenda Trettel presented the proposal. Dr. Trettel said that they have been unable to find the actual master course syllabus. The College has tried unsuccessfully to run this course five times since 2000; therefore, the Business faculty members believe it is appropriate to delete the course. The course is not attached to any program.

Vicki Rostis moved to approve the proposal. Audrey Rosenthal seconded the motion and the motion passed unanimously.

#### **Proposal: Changes to the Physics program (047)**

Brenda Trettel presented the proposal which revises the learning outcomes for the Physics Program so they more closely reflect the objectives of the program.

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

#### **Proposal: Revision of GGY202, Historical Geology**

Brenda Trettel presented the proposal which attempts to tighten up the List of Topics so that the topics clearly relate to what is covered in the text book and in the course. The field trips mentioned are both actual and virtual. The proposal revises the course description and revises learning outcomes to outcomes that are measurable.

The following corrections were made to the proposal:

Page 4, Listed Topics, #10, "history" should not be capitalized.

Page 5, Listed Topics, #16, "human" should not be capitalized.

Marianne Trale moved to accept the revised proposal. Barbara Thompson seconded the motion and the motion passed unanimously.

Rita Gallegos said there are eight proposals for the next meeting.

### **AGENDA ITEM III: UNFINISHED BUSINESS**

College Council members discussed the timing of the end of the semester meetings of Council and the Subcommittees. It was reaffirmed that April 3rd is the last Subcommittee meeting and that proposals must be sent to the College community by March 27th. Maryann Anderson will send out an announcement regarding this.

### **AGENDA ITEM IV: NEW BUSINESS**

There was no new business.

There being no further business, the meeting ended at 3:43 PM.

Respectfully submitted,  
Barbara Thompson  
College Council Secretary