

COLLEGE COUNCIL MEETING MINUTES

NOVEMBER 12, 2015

OFFICE OF COLLEGE SERVICES BOARD ROOM

ATTENDANCE

PRESENT

Maryann Anderson
Stuart Blacklaw
Joyce Breckenridge
Theresa Bryant
John Dziak
Carolanne Eicher
Carl Francolino
Rita Gallegos
Elizabeth Johnston
Cristen Kassai
Gretchen Mullin-Sawicki
Charlene Newkirk
Audrey Rosenthal
Julie Smith
Stephen Wells

ABSENT

Carrie Slagle
Barbara Thompson

GUESTS

Max Blobner
Dr. Bullock
Ron Logreco
Michael Self
David Young

Maryann Anderson, College Council Chair, called the meeting to order at 2:34 PM.

**AGENDA ITEM I: APPROVAL OF THE MINUTES OF THE
OCTOBER 22, 2015 MEETING OF COLLEGE COUNCIL**

Carl Francolino moved to approve the minutes of the October 22, 2015 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

Steve Wells reported that the Program Review for Dietetics was ready for the December 10th meeting.

Steve Wells reported today was the deadline for the hiring rankings from the campuses. The Subcommittee will meet next week in executive session to examine the lists. The hiring hearing for the college community will be held on January 21st.

Discipline/Program Review: Art Program Review

Max Blobner presented the Program Review for Art and noted this was the first time all four active programs were compiled into one review.

Maryann Anderson asked about enrollment numbers in the Art program. Max Blobner related that there has been a slight decline in enrollment.

Steve Wells asked where graduates of the Art program go after completion. Max Blobner answered saying a number of them continue their degree, with the Art Institute, La Roche, Edinboro, Robert Morris University, and Bucks County Community College topping the list of schools. Some students find employment. Max Blobner stated 68% of art and design companies hire from LinkedIn which could be a new tracking tool for the college as well.

Charlene Newkirk related many of the issues listed on page 69 of the review had been corrected. The fixed items include the leaking water from the roof.

Joyce Breckenridge asked about the total amount required for the Adobe software licenses. Max stated for 36 licenses for two years it totaled \$1300. Joyce stated this was not enough for a capital item; however, if all campuses went together as a bundle purchase, it may total enough to be considered a capital item.

Dr. Bullock noted if it is necessary for instruction it should be incorporated into the Art budget.

Recommendations include:

- Capping the class capacity at 20 students. The default is 38 students.
- Determining a standard purchasing budget for the Adobe Software.
- Faculty needs are high, as there is only one full-time faculty member for Art at Allegheny Campus.
- A full-time Ed Tech at Allegheny is needed to assist with outside of class homework. This homework must be completed in the Art labs, which must be staffed.

Missing items include the completion of Appendix F from the 2010 review noting the status one year after the review and Appendix H.

Rita Gallegos moved to accept the Program Review. Steve Wells seconded the motion and the motion passed unanimously.

B. CURRICULUM

Proposal: New Course: ART 177 Applied Digital Photography

Max Blobner presented the proposal for creation of ART177.

There was a large amount of discussion regarding the prerequisites for the course.

The following changes were made to the proposals:

Page 13, Prerequisites, revise to read, “ART144 or ART168 or permission of the instructor.”

Page 13, Catalog Course Description, third line “students” should have an apostrophe.

Page 13, Learning Outcomes #4, revise to read: “Explore digital software functions to enhance digital photographs.”

Page 13, Reference, Resource, or Learning Materials, add “Digital Camera, 8 megapixel or greater.”

Steve Wells moved to accept the proposal. Carl Francolino seconded the motion and the motion passed unanimously.

Proposal: New Course: ART 255 Industrial Design and Art

Max Blobner presented the proposal for the creation of ART255.

The following changes were made to the proposal:

Page 15, Catalog Course Description, second line, include a comma after “renderings”.

Gretchen Mullin-Sawicki moved to accept the proposal. Rita Gallegos seconded the motion and the motion passed unanimously.

Proposal: Changes in Graphic Communication Program (374.2)

Max Blobner presented the proposal.

The following change was made to the proposal per a motion made later in the meeting:

Page 17, Catalog Description, third line, restate to read: “Graduates may find employment as a production artist, graphic designer, illustrator, desktop publisher, web developer, freelance designer, or eligible to become an Adobe certified user.”

Carolanne Eicher moved to accept the proposal. Charlene Newkirk seconded the motion and the motion passed unanimously.

Proposal: Changes in Digital Graphic Design Program (376.2)

Max Blobner presented the proposal.

Page 20, Catalog Description, third line, restate to read: “Graduates may find employment as a production artist, graphic designer, illustrator, desktop publisher, web developer, freelance designer, or eligible to become an Adobe certified user.”

As the wording in the Graphic Design Program (374.3) was identical, Cristen Kassai made a motion to revise that description to match the Proposal in Digital Graphic Design (376.2). Steve Wells seconded the motion and the motion passed unanimously.

Elizabeth Johnston moved to accept the proposal. Steve Wells seconded the motion and the motion passed unanimously.

Proposal: Changes in Industrial Design and Art Program (280)

Max Blobner presented the proposal.

The following changes were made to the proposal:

Page 23, Proposal, second line, remove “closely” from the sentence.

Theresa Bryant moved to accept the proposal. Carolanne Eicher seconded the motion and the motion passed unanimously.

Proposal: New Program: Digital Graphic Designs (176)

Max Blobner presented the proposal.

The following changes were made to the proposal:

Page 26, Catalog Description, first line, “students” should have an apostrophe.

Page 26, Catalog Description, second line, revise to read: “This program focuses on graphic design, photography, and imaging for student to find employment as a production artist, graphic designer, illustrator, desktop publisher, web developer, freelance designer, or eligible to become an Adobe certified user.”

Page 27, additional information, last line, 15FA should be changed to 16SP.

Carl Francolino moved to accept the proposal. Gretchen Mullin-Sawicki seconded the motion and the motion passed unanimously.

Proposal: Changes to the Plumbing Certificate Program

Ron Logreco presented the changes in the Plumbing Certificate Program. These changes include removing MMT208 Backflow from the certificate, reducing the PLT102 from 3 credits to 2 credits and increasing PLT106 from 2 credits to 3 credits.

Elizabeth Johnston moved to accept the proposal. Carl Francolino seconded the motion and the motion passed unanimously.

Up-date regarding SDS108 proposal

Maryann Anderson provided an update on the SDS108 proposal noting the CBA states a new course proposal is to be faculty driven. Specifically the CBA says "that the department head (with the cooperation of the departmental faculty) shall be responsible for assessing the curricular changes and/or new programs in her/his department." Also the Middle States language says that educational curricula should be "designed, maintained, and updated by faculty and other professionals who are academically prepared and qualified". Gretchen Mullin-Sawicki related faculty from South Campus expressed an interest in initiating the proposal.

C. ACADEMIC STANDARDS AND STUDENT AFFAIRS

Audrey Rosenthal stated Mary Kate Quinlan visited the Subcommittee meeting regarding Appendix A. As Mary Kate was not present at this time, Audrey Rosenthal moved to table the Appendix A discussion. Rita Gallegos seconded the motion and the motion passed unanimously.

Audrey Rosenthal reported Sumana Misra-Zets presented the proposal regarding procedures for students who are requesting attendance accommodations for religious observance. Audrey stated an email from Jo Ann Hunter related she had strong concerns with the wording of the proposal. As many revisions were required, Sumana Misra-Zets will revise the proposal and return to the subcommittee.

D. ASSESSMENT AND RESEARCH

Carl Francolino stated the Subcommittee did not meet. Noel-Levitz data on student satisfaction was forthcoming. The Blackboard software upgrade is on the calendar for the holiday break. The hardware upgrade is in the bid process.

AGENDA ITEM III: UNFINISHED BUSINESS

There was no unfinished business.

AGENDA ITEM IV: NEW BUSINESS

There was no new business.

There being no further business, the meeting ended at 5:29 PM.

Respectfully submitted,
Cristen Kassai for
Barbara Thompson
College Council Secretary