

COLLEGE MEETING MINUTES

Friday, October 16, 2009, 9:00am, Auditorium

Approval of Agenda

Approval of September 4th College Meeting minutes

Announcements

- M. Lerch: Faculty who are including the Library Workshops have a little over a week before the students are locked out. November we will have fine forgiveness month and will also be accepting donations.
- G. Holly: Introduced the newest member of the team, Sarah Jane Morrow, Admissions Counselor.
- A. Wynar: Introduce Leslie Kallenborn who is assisting with Peggy's responsibilities while she is out.
- C. Summers: We have a Community Forum scheduled on October 21st, Dr. Mark Schweitzer from the Federal Reserve Bank in Cleveland. November 5th we have a Science Series. November 17th is a Faculty Focus with Paul Weinstein. All begin at 7pm in the auditorium. The Shakespeare Festival drew 401 high school students on Friday morning and about 250 residents over the weekend. It turned out very nice in the new building.
- J. Ashbaugh: November 10th, 11am to 12pm in the community room there will be a guest speaker, Captain Daniel Lutz, for Veteran's Day. A reception will follow.

Reports

Akron Campus Committees

- *Faculty Advisory to President (L. Brinker)*: Faculty Advisory to the President Committee met Thursday, October 15, 2009 at 2 p.m. President Proenza inquired as to questions/concerns from individual faculty members and will be reporting back to the Committee with answers as possible. President Proenza reported on the emphasis of Community Colleges in Ohio including state funding, tuitions, and possible restructuring. He announced that the first draft of the Strategic Plan would be sent out shortly for discussion. Collaboration with local industry and parking problems at the Akron campus were discussed. The next meeting is scheduled for Tuesday, November 17, 2009 at 2 pm.
- *Faculty Advisory to Provost (J. Holz)*: No Report
- *Staff Employee Advisory Committee (L. Webb)*: No Report
- *Contract Professional Advisory Committee (C. Pleuss)*: We have met as a committee twice, September 2 and October 7. During the first meeting, September 2, we appointed chairs and committee members. We discussed and approved the final draft of the University Council Bylaws of which CPAC has had several opportunities to contribute to this document over the last two years. As of May, 2009, CPAC approved the UCEC draft of bylaws which provides open lines of communication so that university administration will have informed decision making policy and planning that affects all constituent groups. Ratification for approval was voted on October 1. On October 7, we invited Kristi Brant from the University Development office to discuss how we might establish a Scholarship Fund for children of Contract Professionals. We discussed the upcoming Holiday party and may look into possibility of joining with SEAC this year. Party date and location yet to be determined. Next meeting will be November 4th at 2:30.
- *GEAC (E. Rock)*: We reviewed the role of GEAC and recognized that our role may change as the University System of Ohio (USO) sets up standardized processes where general education is the "transportable part" between institutions. The Ohio Transfer Module (OTM) with its five learning outcomes (communicate effectively, evaluate arguments in a logical fashion, employ the methods of inquiry characteristics of natural sciences, social sciences, and the arts and humanities, acquire an understanding of our global and diverse culture and society, and engage in our democratic society), is a guide for commonalities between institutions. We reviewed the following curriculum proposals: ED-09-70 Introduction to Sport Studies and Exercise Course Change This course proposal is requesting that a course be added to the general education list. The Department has responded to GEAC's request of May 5, 2009. GEAC has additional questions or concerns and is requesting the proposal be updated with the following information: 1. What additional resources will be needed, 2. How many sections will there be for majors, 3) how many sections will there be for non-majors, and 4) how will this address issues with some degree programs needing to use this to fulfill general education requirements? AS-09-074 Add Case Studies in Archaeology to General Education curriculum a motion was made and seconded to not recommend these courses be added to the general education list. Twelve were in favor, one abstained. Motion passed. Myers School of Art – Humanities: The Myers School of Art is requesting approval to allow the two classes in art history that are required for all art majors to count for the Set #1 – Fine Arts in the Humanities requirement instead of Visual Arts Awareness. They should move forward with an official curriculum proposal. All were in favor. Motion passed.
- *Faculty Senate (R. Maringer)*: No Report

COLLEGE MEETING MINUTES

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Wayne College Committees

- *Institutional Effectiveness (M. Lerch)*: The Institutional Effectiveness Committee met on Thursday, October 8th. The committee is well into Stage 5 of the Self Study, the data collection stage. Two surveys have been developed, the Student Survey to be distributed with this semester's course evaluations in November and the Dean's Survey, which was distributed to regional campus deans. The Dean's Survey was sent out this week and we received one response the afternoon it was sent out. The Executive Committee has compiled all "left-over" questions from the ones that were collected but not used on the Student or Dean Survey. Each committee members is to review these questions and decide which method they would like to use to gather the data (ex. Focus groups). Once this is done the Executive Committee will compile these questions and strategically group them together to avoid duplication and for time efficiency. This entire process should be done by October 23rd, which will then prepare the College to move forward in further data collection. The committee would like to remind everyone at the college to be thinking about additional artifacts that demonstrate our support of the HLC Criteria for Accreditation, as outlined on the bookmarks distributed in the Spring. Please forward your ideas to any member of the IE Executive committee, Tim, Julia, Lindsay, or Maureen. It was decided at our September meeting that we needed to add two additional meetings to our schedule to focus on strategic plan reports. These meetings have been scheduled for November 13th at 11 a.m. and December 11th at 11 a.m. Gordon and Paulette will report in November. Tami and Jack will report in December. Our next meeting is scheduled for November 5th at 2:30 p.m.
- *College Well Being (M. Smith)*: The committee is working to establish a WOW (Wayne on Wellness) site on SharePoint. A message board will be available so that individuals can locate a partner to walk with at time periods agreed upon by participants. The site currently has a link to information on H1N1 and other wellness resources will be added. Thanks to Cher Deeds for organizing this with Maureen. Two presentations in November are being organized: a workshop during the Great American Smoke-out week, perhaps including a movie, and a brown bag workshop on flu prevention presented by Joy Juersevich. The next meeting is scheduled for Wednesday, November 4th, at 8:45 a.m. in the SLB Conference Room.
- *Continuous Improvement (N. Whitsel)*: Introduced the Continuous Improvement Process Form. The committee will be collecting from departments any process reviews since 2001. This will assist with the self-study as well as having a historical record for the College and how processes have improved from what it was to what it is now. The form is posted on SharePoint along with three examples of process improvements that have been completed.
- *Contract Professional (R. Wilson)*: Contract Professionals will be meeting Friday October 16th, 1230-130pm, in D-106, to discuss the results of the mentoring survey and formulate a proposal to bring to College Council.
- *Staff (T. Mountel)*: No Report
- *Faculty (D. Deckler)*: No Report
- *Student Senate (H. Mann)*: Gino Divirgo will be serving on the Continuous Improvement committee and Courtnie Michaelis will be serving on the Student Programming and Participation Task Force. Mocktails will be going on the 21st. We discussed the student survey that was done in September. We made a proposal to College Council for some recommendations that came out of the survey. We had a field trip to the prison in Mansfield. It was a great opportunity to get know each other on a different level.
- *College Council (J. Kristofco)*: We met on Friday, October 9th. We finalized the Request for Facilities Usage Form and posted that approval on SharePoint. We discussed the debrief of the start of the fall semester meeting. We initiated the process of the Continuous Improvement Proposal Form. We received two proposals. One from the staff constituent group on the mentoring program and the other from Student Senate. We will follow up on that at next week's meeting on Friday, October 23rd.

Unfinished Business

Action Items

New Business

Other (Presentations/Open Forum/Etc.)

- **United Way:** (*Presenters: Cindy Summers & Helen Meyers*) There is a program that is partnered with Dunlap Hospital that is income based. Eighteen people are taking advantage of the program. This is for those who do not have prescription health insurance. \$188,000 in savings so far this year. Colleen Baker is the contact person for this program. It is done by appointment only and you must have a family doctor. Imagination Library, a new program, is an international program through the Dollywood Foundation to provide books to every child through age 5. This is only for our service area, but you can check with other UW offices for other areas. This is a wonderful simple way to promote reading to children. United Way was able to partner with them to bring these materials to children within this area. There is no income eligibility. It is open to all children. We have over 190 children enrolled. The Vision Council Process has assisted in addressing things within the community to bring

COLLEGE MEETING MINUTES

Friday, October 16, 2009, 9:00am, Auditorium

lasting changes and prevent others. Bridges of Hope is a collaborative program with Department of Family Jobs and Services and a couple others. If anyone wants to get involved please see Helen Meyers. We are currently at \$3,475 with a goal of \$4,300. Last year we collected \$4,180. Forms will be collected until October 30th. If you have any questions, please see Cindy Summers.

- **Dean's Update:** We had the bookstore follow-up meeting to discuss issues that came up at the beginning of the semester. There was a long list and there will be follow-up from Patrick and Margie. They don't want this to continue to be an issue. We need to make sure that any unusual circumstances are taken care of. If there are fundamental policy issues, it needs to be reviewed. We had the debrief from the beginning of the semester meeting. Those in attendance were myself, Paulette Popovich, Rick Yoder, Garth Schoffman, John Lorson, Charlene Lance, Cher Deeds, Colleen Teague, Russ Wilson, Gordon Holly, Lorrie Graham, Russ Pugh, and Scott Kerr. A number of things will be followed-up with. Chief was the concerns with AVI. We will be having a meeting with them as we did with the bookstore. We will sit down with them and indicate what we expected and what we have. Why the discrepancy? The results from the CSSE will be distributed once the summary is gathered. October 22nd will be the Massage Therapy Program information night. We are working on a program with Walsh, 3+1 program. There is a requirement of 23 years and older. We will be meeting with them next Friday to discuss it further. We have put together a proposal for the student information monitors. Once we get bids back on that, they will be purchased and hung up. This is not the same as the two screen TVs is in the SLB. Our own strategic planning process will go through the review process in the spring of looking at the plan, affirming what is good, etc. We will make sure ours derives from the University's plan.

Good of the Order

Barnes & Noble lunch with soup and sandwiches beginning at 12pm.

Adjournment

Attendance

Ackerman	Maroli
Andes	Martin
Ashbaugh	Mast
Baker	Meehan
Bays (Excused)	Minc
Boettger	Morrow
Brinker	Mountel (Excused)
Carmony	Norwood
Cooper (Excused)	Obiekwe
Deckler (Excused)	Pleuss
Deeds	Popovich
Engle	Roncone
Fisher	Schoffman
Freelon	Smith
Hammond	Summers
Holly	Teague
Holz	Turner (Excused)
Horn	Uitto
Howley	Vierheller (Excused)
Johanyak	Vogley
Kallenborn	Wadia (Excused)
Kristofco	Walkerly (Excused)
Larwin	Webb
Lawrence	Weinstein
Lerch	Whitsel
Lewis	Wilson (Excused)
Livengood	Wilson, R.
Malavite	Woods (Excused)
Mann	Wynar