

**Prince George's Community College
Academic Council Meeting
April 8, 2010; 3:00 – 5:00 pm; CAT-133**

Members Present: B. Adkins, R. Barshay, M. Doss, M. Gavin, O. Hansen, C. Hoffman, M. Hubley, R. Karlsson, A. Lex, A. Mickelson, N. Plants, B. Sanders, S Sinex, C. Thomas

Members Absent: A. Anderson, S. Dunnington, M. Emmanuel

Others Present: T. Lee, A. Robinson, T. Roebuck

Approval of Agenda

The agenda was approved as circulated.

Approval of Minutes: March 3, 2010

There were no minutes available for approval.

Information/Discussion Items

Senior Team Action re: Philosophy of Education – S. Dunnington

Council members reviewed the updated Philosophy of Education draft and noted that a new bulleted item has been added:

Instructional methods should be developed by full and part-time professional educators. Instruction should be dynamic, current, and effective, leveraging a variety of learning technologies. It should engage students as active partners who are responsible for their learning and adapt to an increasingly multicultural, global, and technologically-driven society.

Council added no further revisions to the document.

Update on General Education Guiding Principles – N. Plants

The Gen Ed Committee is working on the development of guiding principles for gen ed and would like to have a draft statement in place by the end of the semester. It was clarified that they chose the term "guiding principles" to avoid confusion with the newly-drafted Philosophy of Education.

There was some discussion about how the Philosophy of Education might be used to guide the strategic planning process.

Update on Course Mapping and MAPP Mapping – M. Gavin

M. Gavin distributed copies of an "Initial Analysis of Course Map for General Education Requirements." There was a discussion of some of the specific findings as outlined in the handout.

It was clarified that the major issue appears to be low flexibility for students as far as general education courses are concerned.

Data on Developmental Student Success – A. Lex

A. Lex presented data on Student Success.

Highlights included:



PGCC Profile of “Success” Using MHEC

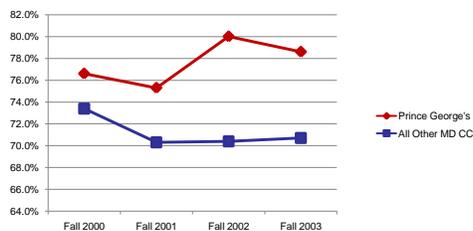
- **“Success” “Persistence” “Degree Progress”**
(Uses “committed” students as the cohort base defined as new fall first-time degree-seeking students who attempted at least 18 credit course hours within their first two years of study.)
- 2003 Entering Cohort **(measured four years out)**
 - 78.6% successful and/or persisting

--- 2008 Performance Accountability Report (PAR)



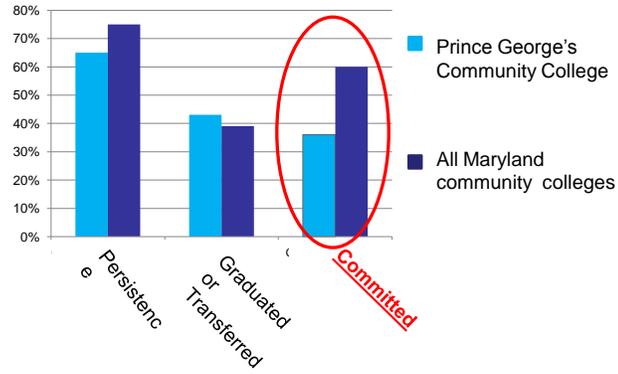
How We Compare to Our Peers

- **Using MHEC Criteria:** Success and Persistence of Entering “Committed Student” Cohorts



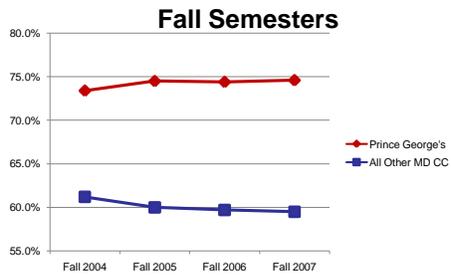
--- 2008 PAR

Compared to All Maryland Community Colleges Using **2003 Cohort**:



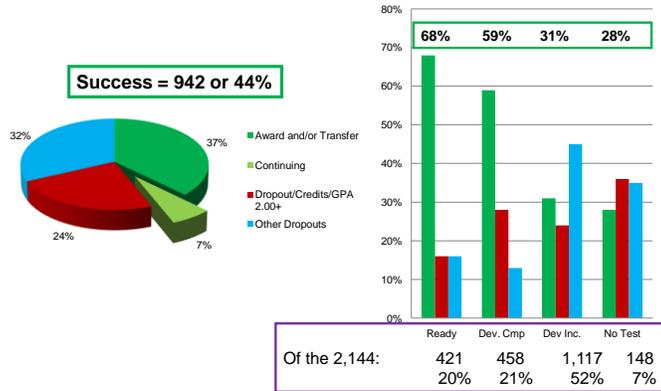
How We Compare to Our Peers

- Percentage of Part-time Students



--- 2008 PAR

**Total 2003 Cohort (2,144)
Six Years Out**



Questions about Opening BlackBoard – M. Doss

BACKGROUND

There was a previous discussion with R. Spells regarding the BlackBoard timeline. Council agreed at that time that faculty members would have access to Black Board four days prior to the start of their course(s). This timeframe was suggested by R. Spells as that is currently the process for online classes; and the Council agreed that would be the practice across the board. Additionally, a faculty member recently requested that Council revisit the decision because weekender classes need more time due to the fact that when students register for weekenders, a syllabus must be available as soon as they register.

The following points were clarified:

- Courses are generally not set up a week prior to the start of class because that is too soon to grant students access.
- Faculty members were previously able to control the activation of a course in BlackBoard. However, according to e-learning, many faculty members were forgetting to make the courses available which led to a barrage of calls to e-learning from students. Thus, faculty members are no longer responsible for activating BlackBoard.

It is possible to activate BlackBoard earlier only for weekend courses, but this is dependent on the number of those courses.

A faculty member and R. Spells will attend the next meeting at which this is to be discussed.

Student Behavior in and out of the Classroom – T. Lee and A. Robinson

T. Lee and A. Robinson discussed addressing student behavior issues.

- Student Services has already taken the following steps to address student behavior:
 - Recently purchased software that will help track students of concern
 - The Civility pledge/statement was distributed to students, etc.
 - Currently working on ways to enhance the civility program
 - Will assess the program this year
 - There is a clearly defined Student Code of Conduct with two systems available to faculty. Faculty members can elect to use either one of the following processes:
 - 1) Send a report to Dr. T. Lee (VP of Student Services), which then goes to A. Robinson (Director of Student Services Operations). A. Robinson then determines whether or not the report warrants a student judicial hearing. Once the hearing is held, and it is determined whether the Code has been violated, a sanction(s) is issued to the student. A. Robinson often discusses expected behavior with the student.
 - The goal is to change the student's behavior rather than punish them. It was clarified that punitive measures are a last resort and suspension and expulsion are only considered in cases of egregious behavior.
 - 2) An informal process of dealing with the issue (before it gets to the VP's office). A copy of the form was distributed (see attached/handouts) to Council members. A. Robinson files this form, but it does not go on the student's permanent record. She may choose to take action if it becomes a level 2 disruption.
- Discussed issues and took suggestions from Council members:
 - There has been an increase in calls to campus police, which begins the formal Student Code of Conduct process.
 - The student behavior issues have increased with more students on campus.
 - Everyone is not comfortable approaching disruptive students.
 - T. Lee will work with A. Mickelson to develop professional development opportunities on addressing student behavior
 - It was suggested that Chief Walker be invited to a meeting to discuss this issue as well.
 - More consistency with workshops on addressing student conduct is a goal.

Action Items

Hybrid Courses - All

M. Doss distributed a revised document reflecting the changes made in the previous Academic Council meeting. Other revisions included were a matter of rewording.

It was clarified that reassigned time for part-time faculty would be handled the same way as for full-time faculty.

A motion was made to strike item 2b (page 3) and vote on the document with that change.

Council agreed to strike the item.

A motion was made to approve the document.

The revised document was approved unanimously.

Reports

None

Questions & Answers

Invite Chief Walker to next Student Behavior discussion

Next Meeting Date and Time: April 22, 2010

- BlackBoard Courses
- Update on Textbook Ordering
- Follow up on DEV courses/students
- Follow up on Student Behavior

Meeting adjourned at 5:00 p.m.