

## Faculty Advisory Council

### **Minutes: Tuesday, October 17, 2017**

**SET 100 (Science Engineering and Technology Building)**

**Howard Community College**

- 1) **Meeting called to order at 1:35 pm**
- 2) **Review and Approval of Minutes**
  - a. Minutes of the June 2017 meeting were amended to correct some name misspellings and approved.
  - b. Minutes of the September 2017 meeting were approve as amended.
- 3) **Members in attendance:** William Talley, Ken Kerr, Rich Siciliano, Soren Ashmall, Terry Bridger, Christopher Davis, Shinta Hernandez, Walter Hill, Brockett Horne, Kathryn Jones, Katherine Corley Murray, Nayna Philipsen, Amber Rust, Dipa Sakar-Dey, Lynn Sparling, Angelique Cook-Hayes, Randall Cone, Victoria Pass. Excused: Emily Dow, Fadia Shaya
- 4) **Chair's Report**
  - a. Chair requested clarification on workgroups for this year's initiatives. He also wanted to set up common approaches to complete their work.
- 5) **Workgroup Reports**
  - a. Online Learning – Soren Ashmall, Chair.
    - i. Past Chair Talley distributed the survey that went out last week. There is a two-week window for completion. He will connect Ashmall with the graduate assistant working on the survey. Some new members wanted clarification of the purpose of the survey. Talley explained we were doing research to make recommendations regarding on-line learning to MHEC. Council members also requested that Talley email everyone the list of recipients at each college so that Council members can follow up to make sure the survey is completed.
    - ii. Membership: Ashmall, Talley, Cook-Hayes, Ashmall, Sparling
  - b. By Laws – Terry Bridger, Chair.
    - i. There was a question about the original document that created the FAC and if we have or can get a copy of that document. It was pointed out that our Council was created in COMAR. Nayna Philipsen indicated a search of the annotated code from the year we were established would have that information.
    - ii. Membership: Bridger, Siciliano, Cox, Sakar-Dey, Corley Murray
  - c. Competency-based Education Credits - Terry Bridger, Chair.
    - i. This committee is disbanded pending response from MHEC.
  - d. Adjunct Faculty -- Kathy Corley Murray, Chair.
    - i. This committee is disbanded pending response from MHEC.
  - e. Dual Enrollment: High School and College – Chair, Shinta Hernandez.
    - i. The committee will begin where the workgroup left off at the end of the last year. A report with issues that need clarification was submitted to MHEC in July.
    - ii. Membership: Hernandez, Hill, Kerr, Arah
  - f. Apprenticeships-Ken Kerr, Chair

- i. The committee will investigate opportunities for apprenticeships that will connect employers to college freshman. They will enter into an agreement where the apprentice will be employed while in college. The employer will subsidize the apprentice's tuition and agree to hire the apprentice once a successful apprenticeship is completed. The apprentice—now a journeyman—will agree to stay with the employer for an agreed-upon length of time.
      - ii. Membership: Kerr, Davis, Sparling, Jones
    - g. State Plan-Fadia Shaya, Chair
      - i. Membership" Shaya, Corley Murray, Hernandez, Jones, Cone
- 6) Workgroups to meet and discuss goals for this year.
  - a. Bill Talley moved the Council into workgroups at 2:28 pm
- 7) Workgroup reports 3:00 PM
  - a. On-line learning. Once the survey data are available, they will look to identify trends and commonalities. They will also have a better idea about what type of information the survey did not cover and where their research and inquiry will go next.
  - b. State Plan. Created a time line for getting ahead of the next state plan and have already considered what should be included before the plan is written rather than looking at a completed document.
  - c. Dual Enrollment. Needs a bit more time to get familiar with the concept and use the report from last year's workgroup.
  - d. Apprenticeships. The apprenticeship workgroup discussed both traditional apprenticeships as well as the possibility of including non-traditional apprenticeships that lead to professional employment typically requiring a college degree.
  - e. By Laws. Has a list of question for MHEC to see where there are opportunities to modernize the bylaws without going outside of the COMAR regulations that initially created the FAC. They also asked whether the attendance policy, approved last year, has it been edited into our official by-laws by MHEC. The COMAR regulations governing membership is another issue that needs to be modernized. There are issues of equity of representation, and current membership is not in agreement with by-laws. MHEC has approved 27 members, but the bylaws only allow for 21 members.
- 8) Meeting adjourned at 3:35 PM

Respectfully submitted: Ken Kerr, Secretary