

NHTI College Council Minutes

April 3, 2020 9 am

Via Zoom:

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| Dr. Laura Pantano, Co-Chair Vice President for Student Affairs | Melanie Martel, Co-Chair President, Faculty Council |
| Dr. Rebecca Dean Interim Vice President for Academic Affairs | Laura Morgan Vice President, Faculty Council |
| Stephanie Milender Business Operations Officer | Kelly Luedtke Secretary, Faculty Council |
| Susan Makee Sr. Human Resources Officer | Kate Sawal Past President, Faculty Council |
| Laura Scott Director of Alumni & Development | Sue Diener Co-Chair, Student Success |
| Sheri Gonthier Director of Financial Aid | Deb Remillard Co-Chair, Curriculum Committee |
| Rob Bowen Procurement Officer | Dr. Kelly Dunn Co-Chair, Institutional Research, Effectiveness and Sustainability |
| Sarah Hebert Sr. Reference Librarian | Ken Gitlitz Co-Chair, Assessment of Student Learning and Inclusion |
| Todd Bedell Director of Information Technology | Barbara Stowers At Large Member |
| Eynas Jarrar President, Student Senate | Dr. Stu Wallace At Large Member |

Absent: Rob Bowen, Kate Sawal

The 7th meeting of the College Council was called to order at 9:01 am by Laura Pantano.

The first order of business was approving the minutes of the March 6 meeting but was deferred to the next meeting of the Council as they were not available remotely. Amy Proctor, with assistance from IT, will forward as soon as possible after this meeting.

The second order of business was the proposal from the Student Success Subcommittee regarding registration hold removal for SIS registration of students. This hold removal does not apply to financial or other holds. Sheri Gonthier made a motion to approve the registration hold removal proposal and a vote of 18 in favor with no objections followed. Motion carried.

The third order of business was related to many proposals from the Curriculum Development Committee as follows:

- 2020-42 Animation and Graphic Game Programming** - Admission Requirements change
- 2020-43 Animation and Graphic Game Programming** - Minimum Grade Requirements change
- 2020-44 Animation and Graphic Game Programming** - Admission Requirements change
- 2020-46 Animation and Graphic Game Programming** - Minimum Grade Requirements change

2020-42 and 44 both related to a change in admission requirements. Deb Remillard made a motion to approve both and her motion was followed by a vote of 15 in favor with no objections. Motion carried.

2020-43 and 46 both related to a change in grade requirements. Deb Remillard made a motion to approve changing the minimum grade of C to a C- to align with the rest of the department's program requirements. A vote of 11 in favor and 2 against followed. The motion carried.

2020-53 Math/Physics/Science - Learning Outcome Change

Deb Remillard made a motion to approve 2020-53. A vote of 14 in favor with no objections followed. The motion carried.

- 2020-54 **Math/Physics/Science** - Prerequisite Change MATH124C course
- 2020-55 **Math/Physics/Science** - Prerequisite Change MATH124XC course
- 2020-56 **Math/Physics/Science** - Prerequisite Change MATH125C course
- 2020-57 **Math/Physics/Science** - Prerequisite Change MATH130C course
- 2020-58 **Math/Physics/Science** - Prerequisite Change MATH140C course
- 2020-59 **Math/Physics/Science** - Prerequisite Change MATH205C course
- 2020-60 **Math/Physics/Science** - Prerequisite Change MATH251C course
- 2020-61 **Math/Physics/Science** - Prerequisite Change PHYS133C
- 2020-62 **Math/Physics/Science** - Prerequisite Change PHYS135C course

Deb Remillard made a motion to approve the remaining Math/Physics/Science proposals (2020-54 through 62). A vote of 15 in favor with no objections followed. The motion carried.

- 2020-63 **Mechanical Manufacturing Robotics & Automation Engineering Technologies** - Course Name Change and Course Description Change

Deb Remillard made a motion to approve the Mechanical Manufacturing Robotics & Automation Engineering Technologies proposal. A vote of 16 in favor with no objections followed. The motion carried.

- 2020-64 **Information Technology** -New Course CyberOps
- 2020-65 **Information Technology** -New Course Essentials in Python
- 2020-66 **Information Technology** -New Course PC/Mobile Hardware & Networking
- 2020-67 **Information Technology** -New Course Cloud Services and Windows Server
- 2020-68 **Information Technology** -New Course Introduction to Web Programming
- 2020-69 **Information Technology** -New Course Information Security
- 2020-70 **Information Technology** -New Course IT Career Development
- 2020-71 **Information Technology** -New Course IT Internship

Deb Remillard made a motion to approve all of the proposed Information Technology courses. A vote of 15 in favor and 1 against followed. The motion carried.

- 2020-72 **Child and Family Studies** -New Associate Degree Program

Deb Remillard made a motion to approve the Child and Family Studies proposal. A vote of 17 in favor with no objections followed. The motion carried.

Having completed the official business of the Council meeting, Jay Wovkanech, Director of Campus Safety, provided some updates on the status of the NHTI campus as an Alternate Care Site (ACS) for the region's hospitals which will become active once hospitals reach 75% admission capacity for COVID-19 positive patients.

Institute Drive will be closed to traffic. Traffic from Fort Eddy to College Drive will be routed around campus via Fan Road. The south side of campus will remain semi-functional as needed. The north side, including the Library and Quad, are closed. The Library is currently storage for NHTI furniture and the Quad will be used as a helicopter landing pad if needed. There is no one allowed in Sweeney-Wellness-Student Center complex or Langley Hall.

Jay is working with all State and Federal agencies in addition to area hospitals, and every precaution is being taken to ensure the safety of all. It is unknown at this time when the ACS will become active but a rough projection is approximately 10 days.

All public information, publicity and communications are managed by Shannon Reid, and President Gretchen Mullin-Sawicki is also a member of the ACS Team.

Much of the parking is allocated to the ACS. The following lots are, at this time, still open/available: CCSNH, Little and Grappone along with the south side parking areas. Those with a need to come to campus (buildings other than those mentioned) should check with Campus Safety for access if needed. Jay is looking into getting permission for additional parking at the Discovery Center.

Sycamore Gardens and boat launch are closed. Jay also noted that area hotels are being looked at to assist with the area's homeless population, and that their current resource is limited to the Friendly Kitchen.

The meeting adjourned at 10:01 am.

Respectfully Submitted,

Amy Proctor,
Assistant to the President