

ABC Meeting November 7, 2022
RC 253 & Zoom
3pm-5pm

Attendance: Lori Shank , Andrea Vieux, Jim Lane, Christina Wolff, Amanda Kraus

- **Benefit/Retiree Committee:** Committee presented to the Committee of the Whole and were told it would be tabled until next month for Trustee Musil to be present and provide input.
- **ADA Instructional Committee:** No updates. Committee has not met since last meeting. Next meeting is this Thursday, November 10th at 3:30.
- **KOPS Advisory Committee:** No update for ABC at this time
- **FA:** Executive Council has just met. Main issues: 1. VERB replacement. There will be a special board meeting Wed at 3pm 2. Math is required to offer sections of some courses that are fully online. FA is concerned that there was no consultation with the Math faculty in this and while it might not be an FA issue, it should be addressed.
 - Mickey: It was brought forward that we have advertised fully online degrees. However, these courses are needed for those degrees and not having these courses online makes those statements untrue.
 - Brett: Who made this decision, and when, that these degrees would be offered fully online?
 - Mickey: When: Maybe the 90s? Who: This predates the current administration, but the promise to the community exists and we should try to fulfill the promises that the college has made to the public.
 - Vince: This was part of the strategic plan at the time and was endorsed by the strategic enrollment team.
 - Jim/Vince: Some of the marketing of these degrees has been removed from the online environment when we realized that the Math department did not offer the online classes needed. The idea was that this would go live again once the Math issue was resolved.
 - Mickey/Barry: This issue goes beyond the scope of what ABC can deal with. While ABC is a venue to bring up this concern, we may need to determine where this discussion needs to be decided and forward this conversation there.
- **Adjunct Council:** Met in the past week. Two events are planned for mid-February. There will be a Meet and Greet on campus – site TBA. There will also be another faculty development

event. That is being worked up now and will be expanded with what this will cover. There have been meetings with Mickey that are going well.

- **Chairs Council:** ICC has not met since the last ABC meeting. Next meeting: Friday, November 18.
- **DEI Committee:** Met Weds. 11/2. Discussed the new Office of Inclusion and Belonging, the functions of the office, and the search for a leader.
- **Ed Affairs:** Did not meet on November 2. Matthew Schmeer will represent Ed Affairs on the ABC subcommittee for Copyrighted course materials.
- **OLAC:**
 - For those of you who use Quizzes in Canvas, look below at the link. For now, there is no date to stop using the old quizzes. The migration is not yet there but maybe one day classic quizzes may go away. If you are creating something new from scratch, you might consider using the new quiz button. Just be aware the migration from old to new is not ready but watch emails.
 - Interested in knowing if something is happening to canvas? Follow the link on the day canvas is not working well as this is what Ed uses. You can see the incidents and below the history.
 - Math faculty is interested in exploring this new application Gradescope as a grading tool after seeing a demonstration. It allows you to grade one item at a time, you will not see the name of a student and differs from how you can grade someone. This application is part of Turnitin. You can feed paper into the application. <https://www.gradescope.com/> Ed said this is like speed grader allowing for more feedback. It can look at drawn images. You can follow the link for a free account. Ed said Turnitin and Gradescope will meet with his department soon. If you go to the privacy page you will see what information they gather. There may be a pilot coming in Spring 2023 – more information on this will hopefully be coming next month.
 - UDOIT removal (due to Ally functionality and UDOIT new cost passed to remove it last meeting).
 - Update about non-instructors posting on announcements within a course without permission. Discussion to make sure that only certain people have permission to post. This topic will be discussed during Chairs council meeting.
 - Faculty that is retiring needs to make sure that if they share any videos, contact ED TECH so that they will be in a protected space. Suggestion was made to make this part of an HR check off list or keep these videos for at least one semester to make sure important videos are not deleted. Ed runs a report to try to make sure that videos are not deleted but it is not perfect system. Yuja has a pay as you go plan. It has an unlimited plan as well. If a video has not been viewed for a long time, they

are put into an archived space. However, this is an expensive option. **Look at any videos you created and delete videos you do not need please.**

- Note what happens when you do a class search that shows exam dates with specific dates listed. Discussion about time conflict issue when students are taking a hyflex class and other classes. You need to ask for a time conflict waiver if your student does not come face to face and uses the other options. How do we communicate this to students so they understand they can ask for a time conflict waiver as they do for a departmental waiver? Banner will not allow the students to make a choice, so they need to communicate with a department to ask for clarification.
- **ETAC:** ETAC has not met since the last meeting. Updates (Crestron Controllers) for Zoom Enhanced and Active Classrooms not expected until Spring 2023.
- **Assessment Council:** Met and finished discussing the questions that were collected from among the faculty for the new director. The council has provided important and needed insight and routinely provided valuable context for the work of the AEIO office.
- **Program Review Committee:** Program review committee meets next week. Updates will be shared as applicable.
- **Space Advisory committee:** Minutes info from August to October: Space management was established in early 2020 and this committee makes recommendations on space planning on campus. Mickey might be able to add more comments after this brief update. New software will be implemented campus wide allowing everyone to see floor plans, who is occupying what space, what is going on in terms of space changes on campus. One drive should have shared files. Committee discussed and voted on space in SC to be used for new purposes and is discussing what to do with requests for space in COM. New scheduling tool will appear in outlook allowing for everyone to schedule the use of conference rooms for example that are not being used/other rooms to make time/space used more efficiently.
- **IDC:**
 - Community Partnerships: Kate Allen, Andrew Lutz and Mary Ann Matos updated the deans on an initiative to assemble a comprehensive inventory of strategic partnerships across campus. It was agreed there are several lists of partnerships that have been assembled, but not necessarily maintained, in the past for accreditation visits, site visits, program review etc. Mary Ann, Andrew and Kate will attend department chair meetings to explain the initiative and begin the process of updating/creating a comprehensive list.
- **Faculty Development:** If you are a full- or part-time faculty member, **PLEASE** complete the CTL Faculty Fellows Survey
https://docs.google.com/forms/d/e/1FAIpQLScxeLVheDEXgvP3ES3W1p27tXrOs_WR9Q5Tbe_EiAnNZAKZhw/viewform
- **Academic Calendar Committee:** No news for this meeting.

- **Counseling:** *Established the three “Counseling Pillars” of Academic Advising, Career, and Mental Health. Each Counselor is a member of one Pillar and will rotate membership over time. The purpose of the Counseling Pillar groups is to:*
 - *Promote continuous professional development and offer insight to training needs of Counseling.*
 - *Identify and meet the needs of the Counseling Center and College at large.*
 - *Provide input on operational decisions.*

- **Subcommittee on Copyright Course Material:** Subcommittee met Friday, November 4 to discuss initial steps. Mark Swails, Copyright librarian presented and discussed copyright takedown notices and the college’s efforts to remove material from sites where course content owned by the college and faculty are illegally posted. The committee discussed other methods of academic dishonesty, and challenges in taking on this charge. Mark Swails agreed to facilitate meetings of the committee, while Barry agreed to reach out to Justin McMillian and Kaitlin Krumsick to present at the next meetings of the committee to gain a clearer picture of the college’s current efforts to address academic dishonesty.

- **Mickey’s Office:** The process of sorting Gen Eds into new buckets is ongoing with Ed Affairs and the Math Pathways project is continuing and we are communicating at the state level on that project.

Andrea: Is there a plan to expand dual enrollment

Mickey: Yes, we are working with several other high schools to further expand this program.