

ABC Meeting March 6, 2023

RC 253 & Zoom

3pm-5pm

Attendance: Lori Shank, Christina Wolff, Jeff Lewis, Ed Lovitt, Andrea Vieux, Holly Dressler, Farrell Hoy Jenab, Joelle Spotswood, Amanda Kraus, Jameel Price, Jamie Cunningham, Mark Swails, Barry Bailey

General Items:

- Bylaw amendments – adapt changes to alter Diversity Committee to DEI Committee
- Elections- The deadline for nominations is 4/17 (the second ABC meeting in April). We need nominations for 2 positions (Chair and Vice Chair)
- Meeting March 20: This meeting will be canceled

Other topics: There have been several instances of double booking rooms this semester. Last week this occurred with several sections of a class that needed to take midterms.

- How are rooms booked? – Why is there a problem with double booking?
- Is it possible to get a dedicated room for taking tests for the online classes that have F2F exams?
 - That way the students know where the tests will be taken when they enroll in the course rather than trying to figure out where each test is being proctored (and wandering around campus trying to figure out where in the world the midterm is this time).
 - This would also allow instructors to work together and offer exam time for multiple courses in the same room and work together to proctor those tests.

Committee Reports:

- **College Council:** Subcommittee on Communication is working on a research project to better collect qualitative data about communication, transparency, and trust across campus. The subcommittee also made a recommendation based on requests given to Staff Council to record and/or stream several regular events, such as Conversations with Dr. Bowne. This request was declined.
- **ADA Instructional Committee:** No report. Committee will meet again 3/9/23.
- **Subcommittee on Academic Integrity:** The conversations around AI are still fairly heated with a lot of frustration. There has been an attempt to investigate and communicate the question: How does academic integrity impact various areas on campus? English has already created their own sub-committee to work on best practices within the discipline. A new representative from programming has been added to the committee – an area that sees AI answers that are nearly indistinguishable from student answers. However, the advisory board for this area does not see AI assisted cheating as a problem yet.
- Barry Bailey: If possible, we would like to see this committee present a bundle of recommendations that can be presented at ABC.

- For most websites that post content that is in violation of JCCC copyright: If you find your tests/quizzes/etc. online you can contact Mark Swails and there is a process in place that will get it removed.
- Subcommittee members have conducted trainings and meetings with a number of campus groups and would be happy to meet with others:
 - o Academic Support Division Leads
 - o Writing Center Staff
 - o Honors Faculty Fellows
- English and Writing Center task force is putting together an informal list of “do’s and don’ts” for using generative AI. The goal is to share it out this semester
- Perla Weaver from Programming joined the committee. Programming faculty are reporting that generative AI can produce flawless and undetectable code for many programming assignments. The department is weighing how to respond.
- Chat transcripts obtained by the subcommittee members reveal how contract cheating is used to circumvent digital proctoring. Contract cheaters remote into student machines before the exam begins, then then complete tests remotely while the student merely sits in front of the camera. Those offering cheating services are explicit about this in their chat transcripts.
- The committee continues to seek guidance from the campus community and upper administration about how ensuring academic integrity will be prioritized among the college’s other goals.

- **KOPS Advisory Committee:**

Tornado Drill – March 7

- o Annual Kansas statewide tornado drill is usually the 2nd week of March.
 - o All notification methods will be activated – email, text, college phones, guardian app, desktop alert, PA system, social media, and digital signs.
 - o Everyone needs to practice sheltering in a storm security area.
 - o BELS are being asked to activate and help move people to shelter.
- Severe Weather Awareness Week – March 6-10

Mission Continuity Updates

- o Disaster Recovery Plans are put into place should a disaster happen.
 - Disruption to people, technology, facilities
- o Sandra is working with Information Services on FY24 DR Plan objectives.
- o The meeting with Martin Y. to review Business Impact Analysis results was moved to April.
- o Team members were given an updated Workers Comp wallet card with ClinicalCare24 listed.

ALICE – enhanced training

- o New enhanced course was designed with trauma informed training in mind.
- o Separated into 2 training categories or “buckets”
 - Awareness and Communication
 - Response Options
- o There is no “one size fits all” when it comes to Response.
- o Target rollout – April 1, 2023, for in person revised training.

- Reduced presentation time; 30-40 minutes
- New employees are already receiving the new enhanced curriculum in their 40-minute online module from Navigate360.

KOPS Talk Newsletter – 2023 Spring Edition

- Now on the JCCC web

Next Meeting is on April 18

- **FA:** There was an FA meeting last Monday. KNEA presented and there was a discussion about if a negotiator should be hired for the next round of negotiations
- **Adjunct Council:** Discussed the need for better communication in the college across departments (covered in College Council, expanded to our position as adjuncts). Set an Ed Camp via Zoom on March 8 from 4:30-5:30 pm. The topics will be Crucial Conversations, Yuja, and Redesigning your Canvas Course. Farrell will advertise it in the Faculty Newsletter. AC recruitment for volunteers to serve on the Adjunct Council. Deans are to get back to us by March 15 with names. Addressed need for more training/tools for handling disruptive students. Discussion about the definition of “disruptive” needs to be broad, including not only behavior but also things like clothing or food that causes disruption to the learning and/or teaching environment. Farrell gave Justin McMillan’s name (jmcmil32@jccc.edu) as a resource (Coordinator for Students Rights and Responsibilities). Next meeting Wed. April 5.
- Alisa Pacer: True emergency disruption should involve the campus police
- **Chairs Council:** ICC has not met since the last ABC meeting. Due to Spring Break, the next meeting will be Friday, April 21.
- **DEI Committee:** Next DEI Committee is Friday, April 7. We will be discussing transition planning and bylaws, and get an update on the Inclusion & Belonging search and on strategic planning.
- **Ed Affairs:** Ed Affairs has not met since last ABC meeting. Will meet next March 8.
- **OLAC:** Update on Canvas can be found on roadmap.
<https://community.canvaslms.com/t5/Instructure-Roadmap/ct-p/instructure-roadmap>
- Advice for everyone is to look at Quizzes after you copy them to new quizzes. Banner search now has a link to course delivery definitions when you do a class search. A subcommittee will meet on Friday because professors reported in ICC meeting that students and an instructor are confused by the online hybrid and hybrid course definitions.
- **ETAC:** ETAC will meet on Wednesday March 8th. We have no additional information.
- **Assessment Council:** Met Feb. 22 and discussed the following:
 - **Discussion Topic #1:** *What is the standard assessment feedback programs/departments/faculty receive from AEIO?* It was noted that a standard model/avenue is not the current approach. What prompts feedback from the AEIO office are specific requests from programs/departments.
 - **Discussion Topic #2:** *What conversations were had regarding assessment plans for programs/departments?* Conversations on assessment planning are driven by several factors, such as specialized/programmatic accreditation, conversations and development with the AEIO office, or leadership from within the program/department. Guidance on assessment plans is responsive to these realities.
 - **Discussion Topic #3:** *What is the typical way assessment findings are looped back into the program/department and used for improvement?* Feedback loops for assessment findings are varied and implemented in several ways. Ranging from planned

department/program-wide conversations to more fluid faculty conversations at pre-planned meetings to active compliance. Several variables complicate department/program feedback loops.

- **Program Review Committee:** Review is underway. Feedback will be cataloged and relayed to programs in April, if not earlier. The review committee is a great group and much appreciated.
- Will we continue to use the same program we used for program review this year? – Yes for at least the next year, but we do plan to move away from that tool going forward.
- **IDC:** We have not met since the last ABC meeting.
- **Faculty Development:** No updates at this time.
- **Academic Calendar Committee:** It is our belief that the 24-25 Academic Calendar will be on the consent agenda for the March BOT meeting. No other news to report at this time.

- **Counseling:**
 - o Launched soft roll-out of online appointment software. It is not being advertised to the masses quite yet, so we can work through any issues. So far, so good! The goal is to officially launch by June. Big Thanks to Barry for his help on this project.
 - o The Melissa Wells Counseling Hardship Grant has been awarded to 15 students totaling over \$5,000 for this academic year. If you know a student who could benefit from this grant, please reach out to Star Triscornia or any counselor for more information.
- **Mickey's Office:** No major updates at this time. Our representatives will be going to the League for Innovation this week. The Packback software that we've been trying out does not seem to be all that popular with the brave souls that have been trying it out.