

ABC Meeting November 13, 2023

RC 253 & Zoom

Attendance: Christina Wolff, Amanda Glass, Brett Cooper, Jamie Cunningham, Andrea Vieux, Jeff Lewis, Vincent Miller, Lori Shank, Farrell Hoy Jenab, Beth Gulley, Barry Bailey

General Items

- VP Human Resources Hiring Committee: Faculty volunteers needed. Contact Barry and Jamie if interested.
- Anonymous submission: *I would like to know what the various levels of action are for student code of conduct issues. For example, plagiarism after a first offence, second offence, etc. What are the remediations? For different types of issues like plagiarism vs behavioral issues*

- [Academic Master Plan Draft](#) Discussion

Jim Leiker – some concerns and questions about the AMP:

Goal 2, Objective 1, Action Item 1 – the language concerning alignment of faculty evaluations with employee engagement and other measures is a negotiated matter that needs to be worked out with the Faculty Association.

Goal 2, Objective Action Item 2 – how will it be determined what the “critical areas” with high demand for more faculty positions are? There are transfer areas that have been operating with abnormally high adjunct-FT ratios for too long.

General Comment 1 – this does not strike me as an academic plan. It strikes me as a resource allocation plan.

General Comment 2 – if there is a reference in the document to academic integrity, guarding against plagiarism, and committing to excellent standards, I missed it.

Additional comments:

Q: Where are the full-time faculty coming from to do these things?

A: Some are coming from retirements, etc. as usual – but there is a plan to ask for more FT faculty positions

- *Can we get a timeline on some of these action items?*

Q: There is a faculty evaluation task force that has been meeting for a while now. Faculty evaluation is a negotiated item and if there is an intent to add multiple measures of engagement to evaluations this is a discussion that should be going into negotiations this spring.

Q: Goal 2 Objective 1: We want to evaluate faculty for their engagement to facilitate superior teaching and learning. Fine, but shouldn't faculty also have the opportunity to evaluate the quality of support that we receive from the Administration and its various offices to support our teaching mission? (Not just the Dean)

A: Support for the teaching mission should be addressed through the Program Review process.

Q: Can we include some language about academic standards, especially the use of AI and how we will ensure academic integrity?

- We are seeing duplicate processes and technologies when we attempt to address AI and academic integrity issues. Before we decide to purchase a new system, can we get some further discussion so that we are all on the same page with what is available and how to use it.

Q: Goal 2 Objective 2: The bookstore relies on book sales to support other student programs. How does the use of OER affect that?

A: The bookstore has been included in the meetings of the OER task force and they have been very supportive of our goals and getting students the supplies they need. OER is not for everyone, but there is some exciting stuff happening at the state level

ABC Elections – A reminder that next semester, we will have elections for chair and vice chair. Please consider running.

Reports

- **College Council** Since the last ABC meeting: The request from ABC (and others) to delay the new MyJCCC updates was denied.
 - Apparently, there are several other things going on right after the start of the new semester which would further delay the rollout. There will be modifications to all faculty landing pages locking the important cards (where you enter grades) will be locked at the top and therefore easy to find.
 - The landing page changes are primarily cosmetic and will link out to the same place that we always go to enter grades.
 - There will be no official announcements about board of trustee members until all of the votes are in because there is a close race between positions 3 and 4 and only one will be able to be trustee.
 - “Puppy List” name may diminish the importance of the discussions/use of the list. This is not FB marketplace, there are a lot of important initiatives and uses that this listserv has been used for. And if this list is going away, we need to find another way to maintain employee engagement because this has been a major way for employees to communicate with each other.
 - While there has been an explanation for why this listserv went away. It is based on liability for the college. The liability issues are not being well communicated and therefore it is not well understood why this listserv went away or what factors need to be discussed to bring back a similar type of inter-college communication forum.
 - Q: can we employ some moderators so that we can continue getting important information out (finding who mail belongs to, DEI initiatives, etc.)
 - This is a conversation that will continue to take place.

- **Adjunct Council** This is still in limbo. There are no new projects to report at this time. There has been an adjunct fellow position that we will continue to work on to help develop
- **Instructional Deans Council**
 - Faculty Positions (New and Replacement)
 - The deans discussed the list of new and replacement full time faculty positions. The discussion will continue at the December IDC meeting.
 - Winter term Course Max
 - Enrollment caps and the number of credit hours a student may enroll in during Winter term was discussed. No changes will be made for Winter term 2023. The topic will be revisited at a spring 2024 IDC meeting.
 - Part Time Faculty stipend for cancelling courses
 - The cancelled class stipend for adjuncts was discussed.
 - Action Item: Gurb will follow up with HR and Legal regarding best practices.
 - PTR to FT Staff
 - Combining several part time positions into full time positions was discussed. The discussion will be continued and will include information from the academic branch vacancy report at the December IDC.
- **Faculty Development** Spring 2024 PLD Session Proposals Open Through Nov. 16: <https://infohub.jccc.edu/spring-2024-pld-session-proposals-now-open/>
- **Online Learning Advisory Committee**
 - Met on November 3. Ed Lovitt spoke about many Canvas updates.
 - Yuja as a proctoring tool will be sunset 12/1/23. Ed is reaching out to people who are using it and the Ed Tech Advisory Committee will look at other options.
 - Blackboard Ally checked for accessibility, and it has been renewed for another year. Remember that red is not good, and green is good. Consider deleting any content you do not use in your course.
 - Turnitin has an AI functionality. JCCC may consider looking at other options. Note there are false positives that report cheating. Justin Stanley will have a PLD session about AI.
 - RSI subcommittee spoke at great length about feedback for the rubric being used. OLAC decided it will continue to look over and discuss the rubric. Once the discussion has been completed in OLAC, it can go to ABC and IDC.
 - Q:If this is a self-evaluation tool, there are no concerns. Once we start using this as an evaluation tool for faculty it should be addressed by the Faculty Evaluation Taskforce Committee working on this topic (as a negotiated item). There is also a Center for Teaching and Learning that should be addressing best practices as well. A sub-committee within OLAC should not be addressing these issues without input from these committees.

- A: This is not meant to be evaluative, but rather recommendations for best practices which we are using as a way to report these recommendations out to other committees
 - There needs to be some better communication with the people negotiation faculty evaluation
 - Q: What was the impetus for the creation of this sub-committee and tool?
 - A: The last HLC accreditation pointed out that we lacked a way evaluate substantive interaction within online courses. It should be more than self-assessment, but also a procedure to begin a conversation about courses that are not meeting expectations.
 - If we are getting pressure from the HLC, then this is going to need to be part of faculty evaluation – which means that this needs to be something that brings in FA (and the Faculty Evaluation Task Force) at an early stage, not after the work has been completed. We also need to make sure that tools like this are not being used without being negotiated.
 - OLAC changed the C for council to c for committee based on a vote.
- **Instructional Chairs Council:** ICC has not met since the last ABC meeting. Next meeting: Friday, November 17.
- **Educational Technology Advisory Council** Did not meet
- **Diversity, Equity, & Inclusion Committee** – no meeting, no updates
- **Metrics Strategic Plan** have not met
- **Assessment Council** - Met and continued to discuss assessment practices at JCCC. What specifically should be the council’s role regarding general education SLOs and institutional learning outcomes (ILOs) data analysis and conveyance. How to leverage institutional data for institutional progress, and what productive communication regarding assessment practices, data, progress, etc. might include.
- **Educational Affairs** No update at this time
 - What is going on with the syllabus tool being discussed?
 - There is template language being discussed to go into the template if people are interested in making a statement about AI in their syllabus. Also there is a committee that is trying to figure out how to post the syllabus template in a location that is easier for adjuncts to access and not just FT faculty
- **Faculty Association**
 - Next meeting is Thursday, November 16. FA holiday luncheon is 12/4 from noon to 2 in Cap Fed 101 A/B. FA members, check your non JCCC email for an RSVP so we can get a headcount. We are currently looking at locations to have a a more traditional party in January (currently costs are the issue).
 - The Faculty Association purchased a whole table for Some Enchanted Evening, and 7 FA members attended. Overall SEE was a very well attended event, and FA members had a nice time talking with administrators, trustees, community members, and the student who gave a wonderful speech.
- **KOPS Advisory Committee** No update at this time

- **Calendar Committee** - The Academic Calendar Committee met on Monday, November 6th and discussed two items at length. The first was the draft versions of the 2025-2026 Academic Calendar which was constructed based on a set of criteria guided by the Master Agreement, the Kansas Board of Regents and our higher educational partners. The draft version will be communicated and proofed between now and December 11th when the committee will convene again and vote on recommending the AY25-26 calendar to the Cabinet.

The other topic of discussion centered on the recent adoption of Juneteenth as an official holiday by the State of Kansas. There was good discussion on the potential impact of the college closing during the summer term was had and ultimately, the recommendation from the committee was to follow the state's lead and adopt the holiday as an official holiday.

It should also be noted here there was spirited and collegial discussion on the relevancy, necessity and benefits of "Stop Day". No action or recommendations were taken.

- **ADA** - Members had the opportunity to attend the Accessing Higher Ground/AHEAD virtual conference on accessible technology during our scheduled meeting time on 11/9. Our committee will meet again in February.
- **Counseling** No update at this time
- **Office of the CAO** Gurb was not able to attend today's meeting.

Division Concerns

- For future meetings, there is a proposal to have a discussion on the topic of international education once Gurb gets back.