

ABC Agendas and Minutes 2021-22

November 22, 2021

To celebrate the upcoming **Thanksgiving holiday**, each attendee will share a **JCCC-related expression of gratitude**. Tai Edwards will provide an example at the commencement of the meeting.

Committee Reports

- **ADA Instructional Committee:** Holly Dressler reminded all the committee members to review the DEI strategic Planning groups to **include accessibility** as part of these strategic planning goals. Access Services **student requests continue to increase** for the third straight semester and asking for faculty to work with her office or the Ed Tech Center on Canvas accessibility issues. The college has purchased two new products to assist with accessibility needs, **Equation for Math and Science equations and Equidox for PDF remediation**. Cares money is being used to update various labs on campus to meet ADA requirements. These include adding software and workstations to meet student needs. Accessing Higher Ground conference last week to address accessible media, web and technology. Both Access Services and Educational Technology Center attended.
- **IRT:** One update – Kansas Dept of Health and Environment **will take over** the on-site Testing Services on campus versus being managed by WellHealth. This change will begin November 29. Continue to monitor all infection rates. Reference Dr. Bowne’s video message Friday, November 19 for security messages (masks, etc.).
 - Kate McNeil: Are we looking to take masks away? Dr. Bowne’s video says we won’t make a change during the semester.
 - Alisa Pacer: Monitoring current rates, which (are currently “high”). Unfortunately, the numbers are going up. We know Labor Day increased rates. Things might look different after Thanksgiving. We don’t know now if we will, or we won’t have masks in the spring. We’ve been told that we won’t reduce the masking requirement until after the end of the semester, based on rates.
 - Kate: it seems like we won’t be at moderate after the holidays.
 - Alisa: I think rates will go up after the holiday. I don’t think we know if we’re going to move the measurement.
- **KOPS Advisory Committee:** Committee meetings moved to Quarterly or as needed related to safety/security matters. Next Committee meeting is January 25, 9:00 a.m.
- **FA:** Thomas Heard from HR has been invited to December’s meeting to discuss the new role of JEDIs (Justice, Equity, and Diversity advocates) on faculty hiring committees, as well as the college’s plans to honor Juneteenth in 2022. The same meeting will have an update from the HR investment committee. FA and Dr. McCloud plan to move forward in the spring semester with a task force (size and name TBD) that will recommend changes to annual performance evaluations. There have also been concerns about college communications regarding Covid, painting an overly positive picture of rates in Johnson County.
 - Dr. McCloud and FA are talking about updates to faculty evaluations. Mickey was hoping that Strategic Planning would have this incorporated by now, but that process is moving slow. In the spring there’s going to be a committee created to redo the way annual faculty evaluations are conducted. Not making the review annual is an option. This is a negotiated item. Whatever form it takes will require an adjustment to the master agreement.
- **Adjunct Council:** Meeting held on November 16th. Discussed Pay for shared governance work for Adjuncts. Still waiting to hear from Dr. Bowne or Dr. McCloud. Council believes

Adjuncts should be paid for work on ABC, College Council and Adjunct Council. Discussions are ongoing.

- Selected Rebecca Kastendick as one co-chair the other will be decided on November 30th.
- Jeff Oden and Heather Hale are co-recorders
- Discussed a system of how to hear Adjunct Voices. The Council designed a **brief survey** for all Adjuncts. Asking: What is going well. What are your current challenges. What Adjunct information are you familiar with (example's ACT, Adjunct Handbook etc.). And what Division you are from. All answers will be anonymous, and you can answer as many or few questions as you would like. This went out today and we are asking for completion by December 15th.
- Next Meeting is November 30th @ 3:30 pm.
- **Want clarification on statement from last meeting.**
 - No Adjuncts can serve on standing committees?
 - Adjuncts will not be compensated for ABC, College Council and ABC work? We thought this was still under consideration by Dr. McCloud and Dr. Bowne.
 - Ed Affairs example: Adjuncts are not going to be compensated for this committee.
 - It's to be determined for adjuncts being compensated for shared governance work: ABC, College Council, Adjunct Council. This is still between Dr. Bowne and Mickey McCloud. We believe it should be paid because it was called for in our HLC review. Without pay, then few adjuncts may participate.
 - We thought Adjunct Council would be paid positions. People ran for those positions assuming they would be paid. Then after elections we were told we would be paid.
- Andrea Vieux: I want to speak in support of adjuncts. In our DEI committee meetings this summer, adjuncts do not feel included on this campus. And this is a problem we need to address. Forgot to mention: This issue also came up in some of the feedback surveys for the strategic planning process. Folks commented in the DEI surveys that adjunct faculty (and staff) do not feel welcomed or like they belong.
- **Instructional Chairs Council (ICC):** Chairs met on November 19th. Next meeting will be January 2022. Topics discussed:
 - Multi-modality teaching mode being tested in Legal Studies. The chairs created a subcommittee working with FA to identify workload issues.
 - Chairs are working on a chair model attempting to identify common tasks, obligations, and complexity points.
 - Chair compensation survey results
 - 26 total responses
 - 1 vote for "All chairs go back to the level they were pre-COVID. The three-year cycle be reset and hold till after COVID."
 - 9 votes for "The adjustments remain in place. The three year-cycle continue as is."
 - 16 votes for "I do not agree with either solution."

Questions Responses **26**

26 Responses **05:03** Average time to complete **Active** Status

[View results](#) Open in Excel

1. Proposed Solutions to Compensation/Hours Changes made during the COVID Pandemic from Dr. McCloud
[More Details](#)

- All chairs go back to the lev... 1
- The adjustments remain in ... 9
- I do not agree with either s... 16

2. https://canvas.jccc.edu/courses/36771/files/9416469?module_item_id=2315545
[More Details](#) [Insights](#)

6 Responses Latest Responses

3 respondents (50%) answered **compensation** for this question.

ID	Name	Responses
1	anonymous	This solution is a way of trying to put us in place because it will divide us as a whole group, since some benefited and others ended up with less. As a whole program on campus total 100 and someone has to be in charge with or without a title in each of these program's areas many do not receive any compensation at all.

2	anonymous	I feel the fair option would be to move ahead with the changes in compensation (increasing) for those departments that have grown, but NOT negatively impact those departments that were affected by COVID (leaving those at the same compensation).
3	anonymous	I do not feel it equitable to punish departments that grew and worked hard during the pandemic years by rolling back the changes.
4	anonymous	your answer
5	anonymous	A new model should be considered that would lead to more equitable pay across disciplines.

6	anonymous	It is not fair to ask the programs that gained release time to relinquish that compensation because other programs are mad that they lost compensation due to a loss in enrollment that they anecdotally attribute to COVID.
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- Andrea Vieux: why wasn't there an option to vote for people getting maximum release time
 - Those that went up get to keep and those that used to have more get to keep it?
 - Tai: Mickey expressly rejected this. That's why Jim Hopper and I are trying to make this argument.
 - Jim Leiker: There's an analysis somewhere at the college about how much the college "spends" on release time. We could include this in the next negotiations. Or even before that, we could address that the total amount of release time needs to go up.
 - Kate: Jim Hopper, if you're not getting it from a chair, then tell us at ABC so we can help you get that information.
 - Jim and Tai: Yes.
 - Rhonda Barlow: If chairs don't have workload in the time allotted. Then that work needs to be offloaded onto Deans. Is it possible that some of the chair's work could be done by some of the deans? In Math we've had problems electing a chair because it's such a large workload. Could chairs get some help?
 - Jim Leiker: We've also argued that work always increases over time. The problem we need to be careful about is that deans taking on chair duties...this could be the rationale for getting rid of chair model. Then the work would end up being done by vice deans, etc. This took faculty out of decisions. What about support staff for departments? Administrative support for larger or complex departments?
- **Ed Affairs:** The EA Committee met on Wednesday November 17th at 3 PM. The committee approved new courses in Dental Hygiene. Course edits were approved in Metal Fabrication and Welding and Dental Hygiene. A program edit was approved in Dental Hygiene. And a new certificate program was approved for Physical Education, Health & Recreation for Personal Training.

- The last Ed Affairs meeting of the fall will be held on Wednesday December 1st at 3 PM either in person in WHCA 145 or on Zoom (contact Mark Cowardin or Valerie Dorsey for link). All are welcome to attend.
- **Diversity, Equity, and Inclusion Committee:** The DEI officers met with Dr. Bowne; he gave us feedback on a report. Then we spent hours zoom making adjustments based on the feedback. We wrote drafts of ways to structure DEI function/leadership on campus to use in Strategic Planning.
- **OLAC:** During the November 8, 2021, ABC meeting I (on behalf of OLAC) posed the question to ABC “Does anyone disagree that LMS recommendations are OLAC’s purview?” There was consensus that LMS recommendations are OLAC’s purview. Following the meeting, I emailed OLAC to share this information. Content of my email to OLAC follows:
 - As OLAC’s Rep to ABC I reported the following at the November 8, 2021, ABC Meeting:
 - Canvas (Instructure) is moving away from Classic Quizzes to New Quizzes. OLAC reps should be communicating the current timeline and giving notice to their respective divisions regarding the timeline and changes. Upcoming events include a migration procedure (December 2021) and Classic Quizzes sunset (July 2022).
 - Discussions with Canvas (Instructure) have occurred regarding renewing the college’s contract with Canvas (Instructure). We are at the end of the existing 5-year contract. The college requested and received pricing for a 3-year contract. At the November 5 meeting, OLAC discussed renewing Canvas. OLAC is operating under the premise that LMS recommendations are OLAC’s purview. I posed the following question to ABC, “Does anyone at ABC disagree that LMS recommendations are OLAC’s purview?” No objections were raised. **ABC was in consensus that LMS recommendations are within OLAC’s purview.**
 - If you have not already done so, OLAC Reps should now report back to their respective division information regarding the above two points:
 - Inform your division that change from Canvas Classic Quizzes to New Quizzes is coming. At this time, OLAC does not have specific recommendations or training scheduled. There are, however, a couple of key timeline events on the horizon:
 - December 2021 – Instructure is supposed to release their migration tool/procedure allowing Classic Quizzes (including Quiz Banks) to be migrated to New Quizzes (including Item Banks which is the new lingo for Quiz Banks). Presently, OLAC is not recommend faculty take any specific action...we just have to wait until Canvas provides this. Then, we’ll all find out how well it works.
 - July 2022 – Classic Quizzes Sunset; to the best of our knowledge after this date faculty will not be able to create quizzes using Classic Quizzes. All quizzes built after this date will require using the New Quizzes tool. However, faculty will have the option to continue using (and editing) their existing Classic Quizzes. It is our understanding faculty will retain this option until ~ June 2023 at which time Classic Quizzes will cease to exist.
 - The timelines mentioned above are, of course, subject to change by Canvas Instructure.

- Inform your division OLAC will vote in December on whether to continue using Canvas for the next 3 years. Give them the opportunity to share their thoughts on Canvas with you. Be clear, however, that all signs and indications are that we will continue to use Canvas. We are **not** in the process of taking RFPs or exploring an alternative LMS
- **ETAC:** ETAC met on 11/10.
 - We discussed the Zoom enhanced room updates and when equipment, etc. was scheduled to arrive and discussed feedback on the rooms and teaching in them and that “modality.”
 - Accessibility was discussed along with Read/Write and Equation (mentioned above).
 - The OLAC recommendation noted above was discussed.
 - A separate meeting was held afterwards for a demo of “Class”, which has features to enhance Zoom. Turning the zoom experience from web conferencing into classroom experience. We still need to see a live demo and get pricing. It looks slick on the outside, but it’s a new product and its very expensive. Ed will send a video link to Tai to share out. [Video Link to Class - Zoom Demo](#)
- **Assessment Council:**
 - Seeking faculty input about the Assessment Office and incoming Director. Email rep on Assessment Council with thoughts on the questions below (or email Andrea Vieux) before Dec 15.
 - What would faculty like to see stay the same in the assessment office with a new director?
 - What changes would faculty like to see in the assessment office with a new director?
 - What are the most important resources the assessment office offers to faculty currently?
 - What overall assessment philosophy would faculty like to see moving forward?
- **IDC:** Human Resources shared information with IDC on affirmative action and EEO data collected and analyzed by HR.
- **Faculty Development:**
 - Advisory council met today. Planning to meet monthly from now on. We’d like to get some more reps.
- **Academic Calendar Committee:** No news to report today. Meets Dec 10 to finalize 23-24 academic calendar. Probably a January consent agenda approval. It might get pushed back to February, but that’s fine.
- **Council Addressing Substance Abuse Issues (CASAI):** Addiction, mental illness, help students to resources. Christina is new to the committee. We’re not counselors. Get students, faculty, staff to those resources. We’re going to have a speaking engagement. <https://blogs.jccc.edu/casai/>

When students report that they are getting tested for Covid or have tested positive (clarifications):

- Reporting form: <https://www.jccc.edu/media-resources/covid-19/covid-19-reporting.html>
- Use the email for follow-ups (use the form above for reports):
 - studentcovidreporting@jccc.edu (students)
 - employeecovidreporting@jccc.edu (employees)

- DO NOT share a student's covid status with your class, allow JCCC contact tracing team to do that.
 - Masking in the classroom helps to limit spread, close contacts. Masking is our friend in contact tracing right now.

Clarification: **Nov 10 – A COVID-10 Update from Infohub Email**

- You can read the email in your inbox, or a pdf version [here](#) (Or access in Canvas, Files, 2021-22 Documents).
- Some misleading information in the email led to questions of ABC and FA leadership.

Tai's email response to Mike Neal:

As ABC chair, I've received some inquiries about your email below.

- "COVID-19 cases continue to fall in the county"
 - *The JoCo Covid dashboard actually shows cases and incidence rates increasing recently. <https://viz.jocogov.org/t/Public/views/JohnsonCountyKS-COVID-19Update/Dashboard?:isGuestRedirectFromVizportal=y&embed=y>*
 - *The website is kind of weird, and I've heard it is terrible on mobile devices (I used PC). So, I've also included [screen shot](#). (Or access in Canvas, Files, 2021-22 Documents)*
- "Vaccination rates continue to rise"
 - *You may want to clarify exactly what you mean by this because the same website above, but click on "vaccination progress" (which isn't a direct link because, again, not a great website) - do the rates appear to be declining, plateaued? Which data are you referring to?*
 - [Screenshot](#) again attached. (Or access in Canvas, Files, 2021-22 Documents)

We discussed cases and incidence rates at the last ABC meeting as well. Many of my colleagues are keeping track of this information as they think about their students and teaching. Could you provide some clarification please?

Mike Neal's email response:

I certainly can.

The comment is with respect to the general trends. As we track metrics there have been a few days this week where cases and the percent positivity have moved up. While that is true, the incidence rate and percent positivity have trended down.

As noted, we continue to track and monitor the situation closely.

Coordinated with Jim Leiker/FA on email to Dr. Bowne:

Since Mike Neal's message yesterday concerning the Covid update, Tai Edwards and I have heard some concerns from faculty that we'd like to share with you. The message describes cases as falling in the county, which isn't exactly accurate since the JoCo dashboard indicates a recent rise in cases and incidence. Others have pointed out that the phrase "vaccination rates continue to rise" is vague considering the complexity of interpreting the "vaccination progress" content on the same site. There's also been some sentiment that the statement could have gone farther in encouraging vaccinations and boosters by reminding employees of the bonus program which ends Dec. 10. Prof. Edwards did reach out to Dr. Neal, and he briefly clarified that his comments were only meant to address general trends.

FA is not interested in usurping the administration's obligation to interpret the data, but you'll probably agree that efficient communication meets all our shared interests. Many faculty are following the JoCo Covid dashboard daily, some instructors have terminal degrees in law and public health, and generally have higher standards of . . . I'll call it "convince ability" than the average employee. Vague statements won't satisfy them.

We're open to your thoughts about how to improve this. Questions have been raised lately at ABC about whether the RTC task force--which provided pretty clear, concise information--should be revived. That topic is likely to come up at their next meeting on Nov. 22. From an FA perspective, I'd personally appreciate some clarity from legal counsel as to why JCCC is exempt from the Biden administration's employer mandate, not so FA can dispute it necessarily, but so that when colleagues ask "why" as they inevitably do, we have some explanation to provide. And lastly, to pile on just a bit more, a reminder that KNEA and FA do recommend mandatory vaccinations for public educators.

Dr. Bowne's response:

Thanks for sharing your feedback. Ultimately it's about doing our best to provide a work and learning environment that is as reasonably safe as possible (to which I know we are all committed). And yes, messages and wording matters.

CAO Report

- Not in attendance.

Strategic Planning

- ABC Chair (Tai) along with Faculty Development (Farrell Jenab) were put in charge of: Student Success – Ensure our models of teaching and learning leads to student success.
 - Deeply disorganized process.
- Christina Rudacille and Mark Swails are on Employee Engagement Strategic Planning.

30 percent rule

- Please gather information from colleagues in your division if they have any thoughts on or interest in changes to the 30 percent rule. Please forward information to Tai.
 - Andrea Vieux: I was hoping Dr. McCloud would be here to clarify how release time relates to 30 percent rule.
 - Kate: In the past we were told that release hours counted toward 30 percent face-to-face hours.
 - Vince Miller: Chair's release time counts toward 30 percent. ABC counts toward release time.
 - Andrea: What about College Now release time? There are certain pockets that count toward 30 percent or there are others that are not clear?
 - Vince: I don't remember College Now coming up. Don't count that. Kansas Studies was a division by division determination. Deans have some leeway to what they deem as part of 30 percent.
 - Jeffery Oden: 30 percent rule only counts for full-timers. Yes.
 - Tai: Yes.
 - Farrell Jenab: Are adjuncts supposed to be geographically able to come to campus?
 - Vince: I wouldn't be able to speak to that here. People are supposed to be in proximity - in the metro area or within driving distance if a meeting is called; exceptions have been granted when a certain kind of instructor couldn't be found locally.