ABC Meeting November 27, 2023

RC 253 & Zoom

Attendance: Barry Bailey, Brett Cooper, Jamie Cunningham, Christina Wolff, Jeff Lewis, Farrell Hoy Jenab, Vincent Miller, Andrea Vieux, Carol Smith, Emily Sewell, Beth Gulley

General Items:

- **Correction** – Barry Bailey misspoke when discussing OERs and the bookstore, specifically the Communications Studies OER. It is true that the bookstore employees who have mentioned the Communications Studies' adoption of an OER are excited for students and the campus. Separately, some OERs have print versions available, which could be sold at the bookstore. Barry combined the two concerns and spoke as if there will be a print version of the Communications text. This won't be the case, as it would be burdensome in a physical form due to its size. Apologies for poor delivery.
- **PLD All Faculty/Branch Meeting –** If you have topics or departments/people you'd like to hear from, let Jamie Cunningham or Barry Bailey know, as we need to get that meeting set up sooner than later.
- **Reminder** – Officer elections next year: Consider running!
- **EScooters –** Shawnee Mission Post reported that a new e-scooter contract is being pursued by OP City Council with the service expansions being South Overland Park and allowing them on the JCCC campus.
    - https://www.jccc.edu/about/leadership-governance/policies/safety-and-security/campus-security-and-control/parking.html
    - There are already some policies for motorized devices on campus, but it would be a good idea to take this up with College Council so that we have clear policies on this issue.
- **Follow up on anonymous submission** – Last meeting we reported a comment asking for clarification regarding processes for escalating student code of conduct violations. After discussing this with Justin McMillan, he indicated that each case is different and there is not a set template of increasing punitive/corrective measures. If this continues to be a concern in how it is explained here, he'd be happy to come talk to us any time he's available.

Reports:

- **College Council** - no updates; haven't met
- **Adjunct Council**: There are 4 adjunct fellowships being developed which will be reimbursed positions. Once there is more information on those positions we will report back here. There won't be much movement on this until after the first of the year.
- **Instructional Deans Council**: IDC has not met since the last ABC meeting.
- **Faculty Development:**

Day 1 – Tuesday, January 9

Event	Time	Location
All Employee Breakfast	7:00 am – 9:00 am	COM 1.5
President's Address – Dr. Bowne	9:30 am – 10:30 am	Yardley
Keynote Speaker (TBD)	10:30 am – 12:00 pm	Yardley
Faculty Sabbatical Presentations	1:00 pm – 4:00 pm	Zoom
Dream Storm Program	1:00 pm – 2:30 pm	

Day 2 – Wednesday, January 10

Event	Time	Location
Joint Session ABC/Staff Council Campus Updates	9:00 am– 10:00 am	Yardley
InfoFair/Coffee Break	10:00 am – 11:00 am	MTC Atrium
Staff Meeting presented by Staff Council	11:00 am – 12:00 pm	Yardley

Day 3 – Thursday, January 11

Event	Time	Location
TBD Biometric Screenings	7:00 am – 2:00 pm	RC 270
Faculty Meeting presented by ABC	9:00 am – 11:00 am	Yardley
Budget Kickoff	1:30 pm – 2:30 pm	Hudson

Day 4 – Friday, January 12

Event	Time	Location
TBD Biometric Screenings	7:00 am – 12:00 pm	RC 270
Department Meetings	Morning	

- o
  - o The Joint Session is for ALL employees and covers issues that are important for both Faculty and Staff. While faculty are welcome to attend the Staff meeting later, it will cover topics that are primarily related to staff just as the All Faculty Meeting the next day will cover issues relevant to Faculty.
- **Online Learning Advisory Committee** no update. Next meeting is December 1.
- **Instructional Chairs Council**: ICC met Friday, November 17. Gavin Cotsworth provided a preview of the new MyJCCC, sharing cards that will be relevant to faculty with the close of the semester. Bylaw updates were presented, with changes centered around the mission statement. The updated document will be e-mailed to all Chairs for review, with a vote expected at the next meeting. The chair formula subcommittee provided a status update and will send a survey for completion by Friday, December 15. Next meeting will be held on Friday, December 15.
- **Educational Technology Advisory Council** There has been no meeting since the last ABC meeting. No updates at this time
- **Diversity, Equity, & Inclusion Committee** no meeting, no update
- **Metrics Strategic Plan :-** have not met
- **Assessment Council -** Have not met since the November meeting. Next meeting scheduled for Dec. 14.
- **Educational Affairs** A the last meeting there were questions about the syllabus tool.
  - o This is a software tool to house the syllabi in a single location, make it easier to update it, check for ADA accessibility, etc.
  - o We have not gotten the demo to play with yet (just a presentation). It would be an "all or nothing" system that everyone would have to use if it is rolled out. This would become the only way to create a syllabus.
  - o There are some questions about the ADA accessibility issues with our current syllabus
  - o There has been a variety of coursework that came through the last meeting, including approving all the language courses as gen eds.

- o There was also the approval of a new placement test
- o This week there is another large late of material coming through including a new AA in education.
- o This can all be found in the Ed Affairs course shell in Canvas
- o Q: Can we demo the new Syllabus Tool with a smaller group to get some feedback before looking into a roll out?
- o A: That would be ideal. However, the procedures committee is still waiting to get a sandbox to see if it is even worth doing a pilot. There needs to be a lot of flexibility to make it work for faculty. It would be nice to have a central repository of syllabi, but we don't yet know if this is the tool to create that.

- **Faculty Association**
  - o Last meeting was November 16. We got an overview of the new look of myJCCC. In addition to the concerns that were raised in the ABC meeting – several folks expressed concerns about the limited accessibility of the class rosters and photo rosters (in EASI). Gavin is going to connect with the software company to see what can be done relatively quickly.
  - o FA holiday luncheon next Monday, 12/4 from noon to 2 in Cap Fed 101 A/B
  - o Negotiations survey results being reviewed. Will be shared at the next FA general membership meeting 12/14 at 3p on Zoom.
  - o Q: The class rosters are useful to email the class prior to the semester. Has this concern been expressed?
  - o A: The response was to use Canvas – which we all know is not a reliable way to contact students prior to the semester. It appears that IT did not realize how much faculty used the class roster access. And it is quite difficult/confusing to get to now.
  - o There is a way to get there through the budget card – which is not available to faculty that are not budget administrators. And the link is taking us to an older version and not one of the most recent version
  - o To access class rosters: the faculty tab in EASI, click on "**Employee Dashboard**," and then click on "**Employee Menu**" (bottom right).
  - o Gavin sent us a screenshot of these instructions at this link: https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:aded5040-28d6-39ee-ad2e-710f7e820e52

- **KOPS Advisory Committee** No update at this time – it is possible that this committee no longer exists?
- **Calendar Committee -** No update at this time. Next meeting is December 11th at 4:00 pm
- **ADA** We have not met since the last ABC meeting. Our next meeting is Dec. 14.
- **Counseling -** Continued Spring Enrollment. A proposal for Mandatory Advising will be shared with Shelli Allen on Wednesday.
- **Office of the CAO:** On a plane on his way back to JCCC as we speak.

Division Concerns