

# ABC Meeting January 22, 2024

## RC 253 & Zoom

Attendance: Lori Shank, Beth Gulley, Farell Hoy Jenab, Christina Wolff, Jim Leiker, Amanda Kraus, Jamie Cunningham, Jessie Simpson, Emily Sewell, Vincent Miller, Karen Miller, Kara Kynion, Brett Cooper, Jeff Lewis, Amanda Glass

### General Items:

- International Education (Karen Miller, Director of International Education)
  - Global Awareness Program (GAP) will move to a Cohort system with activities and a chance to foster community within the GAP cohorts. Courses/sections can get a GAP designation and students who get a GAP distinction on their degree will need to take a certain number of courses with Global Content. This office can help support instructors in the process of globalizing their courses.
  - Upcoming: workshops on virtual exchange opportunities and introducing global concepts to any/all courses. This will help to bring global concepts to more students here at the college.
  - Internationalization Grant: applications for these funds may or may not include international travel. This is designed to support all departments across campus find ways to add global concepts to any area. This is a new program and may still have glitches. If you find any let me know.
  - Study Abroad: our office finds partner institutions where students can study and also supports faculty-led trips. JCCC is able to help pay for the instructor expenses (which is not the case in many colleges). The office is currently working to address a lack of consistency in our international programs. We are working to make things (like academic rigor, cost, student experience, etc.) more similar across all of our programs. The content of these programs is diverse, but we want to make sure the quality and expectations of those programs is consistent.
  - There are a number of other questions about this topic (faculty led study abroad programs) and limited time to address all of them. There was a suggestion to have an additional meeting with relevant stakeholders to discuss these specific questions in more depth and a second update back to ABC with the outcome of those discussions. There was an objection to breaking this discussion into a separate group of “stakeholders” and asked that ABC revisit the faculty-led study abroad programs in the near future.
- Viva Engage (Jason Arnett and Christina Seitzinger, Staff Council)
  - [jarnett1@jccc.edu](mailto:jarnett1@jccc.edu)
  - This is a tool that is being investigated for use on campus.
  - There are questions about the privacy settings and data tracking that we would like to investigate going forward.

- Other questions and concerns can be directed to Jason (email above)
- Possibility of Faculty listserv (Andrea Vieux)
  - Faculty would like a faculty only list to discuss questions on teaching. As it is, there is no list for faculty to communicate with each other.
  - For example, I received a question about Grammarly, and whether faculty view it as AI or not – as in do they think a student is cheating by using Grammarly. The question is a good example of why faculty want to have a means of communicating amongst each other.
  - There are many faculty who have previously agreed to moderate such a list.
  - My proposal is to create a sub-committee to come up with list guidelines & take volunteers to moderate the list and ensure the discussion follows the pre-set guidelines.
  - Q: what sort of moderators would this group have?
  - A: those proposing this idea offered to help moderate it and propose a policy on usage. We would need people to agree to help moderate
  - Q: and what entity would be responsible for this group? (FA, ABC, etc.)
  - -- These questions need to include Chris Grey (VP of strategic communication and marketing)
  - Farrell: The Center for Teaching and Learning is also working on setting up this type of conversation on their Canvas shell
- Election Reminder: ABC Officers

Reports:

- **College Council** - CC has begun discussion of ways to document inquiries into shared governance for the purpose of issue tracking, topic elevation, and formalizing ways to give feedback and receive responses from decision-making bodies/individuals on campus.
- **Adjunct Council** no update at this time
- **Instructional Deans Council:**
  - Karen Miller – International Travel
  - Karen Miller reviewed the process for developing a proposal for international travel. She explained that a well formulated/vetted application will encourage repeat trips to the same location/learning objectives which is preferable to one-off trips. She encouraged faculty and staff to be in contact with any question about an application or the process.
  - New & Replacement Capital Request
  - The new and replacement capital equipment list was reviewed. Shelia Maupin identified which new items would be eligible for the Perkins Grant.
  - Faculty New and Replacement
  - There are no updates on additional faculty for this upcoming budget cycle.
  - Cancelled Class Stipend Update

- The cancelled class stipend was discussed. There are no changes to the process at this time.
- PTR to FT staff & vacancy report
- The vacancy report for Academic Affairs was reviewed.
- Academic Calendar
- Jim reviewed the proposed academic calendar for FY26. Topics to be determined are how the College will recognize Juneteenth, fall break, and stop day. The Academic Calendar Committee will reconvene in January for further discussion.
- **Faculty Development:** Faculty Fellows are working with EdTech on updating the CTL Canvas site as a resource to promote communication and sharing of ideas.
- **Online Learning Advisory Committee**-next meeting Feb. 2
- **Instructional Chairs Council:** ICC meeting on January 19 was canceled. Chair Formula subcommittee requests that Chairs complete the ICC Chair Survey for all remaining departments as soon as possible. Next meeting: Friday, February 16.
- **Educational Technology Advisory Council** -Viva (discussed above) was discussed. It was reported that the classroom updates are getting caught up. Data usage was discussed. Yuja's video functionality is NOT going away, however its use as a proctoring software is being sunset.
- **Inclusion & Belonging** – Marquis Harris, Executive Director of I&B, will join us with updates during February
  - What do the DEI committee members (and our ABC DEI representative) do?
  - The ABC bylaws still have a DEI committee rep. listed. We will continue to include a DEI rep until there is a clear transition to something else.
- **Metrics Strategic Plan** - have not met, still looking for a new rep
- **Assessment Council** - First meeting of Spring 24 is scheduled for Monday, Jan. 29 at 10 am in GEB 264.
- **Educational Affairs** our next meeting is this Wed. 1/24 @ 3pm
- **Faculty Association** -
  - The local KNEA representative assembly was Saturday, January 20.
  - First FA meeting of the semester is Thursday, Jan. 25 at 3p on Zoom. Contact Andrea if you need the meeting link.
  - FA Party was moved to Friday, January 26 from 4-10p at Quivira Falls Clubhouse due to a frozen pipe issue at the clubhouse. We are collecting items for the Student Basic Needs Center and ask all who can to bring an item (or items) to donate. Also, we are looking for set-up and clean up volunteers—interested folks contact Irene Olivares.
- **KOPS Advisory Committee** no update at this time
- **Calendar Committee** - The college's Academic Calendar Committee met on Friday January 12<sup>th</sup> to set and recommend the 2025-2026 Academic Calendar. As you are probably aware there was a healthy discussion and outreach to the college regarding a new calendar template in which a Fall Break could be added and the value of Stop Day before final exams. After a couple of opinion polls, and a healthy, collegial and

collaborative debate, the committee came to the decision that there was not enough widespread support to change the Fall or Spring Calendars from what they currently are. With that decision made, the recommendation for the 2025-26 Academic Calendar will be the same basic format as the current calendar. The next step is to get Cabinet approval and then BOT approval. Once secured, the calendar will then be uploaded to the website and sent to the Kansas Board of Regents as required.

In addition, no action was taken on the inclusion of Juneteenth as a college holiday pending direction from the board and the cabinet. The committee has previously recommended that JCCC should adopt this holiday as a paid day off.

- **ADA** has not met yet this semester. Updates from Access Services went out by email during PLD week. If you missed them, you can find them here: [https://drive.google.com/file/d/1Yx5wZKja1K-1xmhtgL8TyAKXN1CNiz5\\_/view?usp=sharing](https://drive.google.com/file/d/1Yx5wZKja1K-1xmhtgL8TyAKXN1CNiz5_/view?usp=sharing). Also, there are two free webinars from the DOIT Center at the University of Washington on making accessible classrooms that faculty might be interested in attending. More information on them should come out later this week.
- **Counseling** no update at this time
- **Office of the CAO**
  - Updates to candidate searchers that are ongoing at JCCC
    - Two Dean postings will be going up soon
    - AVP Academic Affairs
    - Q: Why are we waiting on the new salary ranges for some positions and not others?
    - A: The AVP is posted internally and does not need to finalized salary ranges to be posted so we are going ahead on that and waiting on the Dean positions until we can post the final salaries – which has not been approved by to be posted yet.
  - The window to change courses in system-wide transfer is closing shortly to get ready for the next catalogue
  - The next Committee of the Whole is coming up (the 7<sup>th</sup> or the 9<sup>th</sup>) and we will be presenting on student success, assessment and pathways.

Division Topics:

- A faculty member experienced a situation in which a student had a scheduled exam for an Online Class with F2F Exams during a F2F class that they were enrolled in. Shouldn't Banner be catching this so that students cannot be double booked and need to be in two places at the same time?