

## Attendance

### Present

Brett Cooper  
Kim Fuller  
Kristy Howell  
Barry Bailey  
Andrew Snow  
Yassin Ali  
Jeff Hoyer  
Mary Anne Matos  
Robin Judkins

Star Triscornia  
Elisa Waldman  
Jill Sigler

### Absent

Dr. Bowne  
Greg Musil

### Guests

Mark Swails

Meeting began at 1:02 – introductions.

Minutes for 21 September meeting approved unanimously  
Discussion of meeting timelines and locations for semester ahead

### Shared Governance Updates:

- Staff Council, Jeff Hoyer
  - Jill Sigler
  - Mary Anne Matos
  - Robin Judkins
  - Kristy Howell

25 October will be town hall meeting for staff council, 2:30-4:00

Focus will be on what staff council does with topic requests, and will be structured to allow more time for questions.

- Student Senate, Andrew Snow
  - Yassin Ali

Student senate meetings have resumed and they are constituting their committees. Approved two new student clubs.

Question about careers planning: Andrew explained his plans. Elisa asked about continuing education certificates. Jeff mentioned timeline for GEB renovations.

- Board of Trustees, Greg Musil

With Greg's absence, Elisa gave an update on the changes to the Committee of the Whole structure. Meetings will be at least partially face-to-face.

- Cabinet, Elisa Waldman

Have been discussing: retirement benefits committee, risk assessment.

Elisa shared more specific details from this group with cabinet, particularly regarding copyright details and broader staff concerns.

Beginning with the most recent Committee of the Whole meeting, they will discuss one strategy from the plan.

Broader discussion ensued regarding presentation from retirement benefits committee

- Counseling, Star Triscornia

Counseling sent out program information packets, but not all information has been returned yet. If you work with a program that still has its packet out, please work to get it submitted to counseling.

Work with Stellic is continuing.

Peak time begins next week. Advance enrollment period for special populations begins on Monday.

Star shared several concerns:

#### Changes to pathways and academic counseling

In 10 years, counseling model has changed 3 times.

Expanded demands – virtual and f2f walk-ins, virtual and f2f appointments – have reduced time available for expertise-focused appointments. AccuCampus isn't doing what it was supposed to do.

#### Screening of walk-ins

Our walk-in traffic is screened inefficiently, which creates challenges for counselors when the students get to them. Additionally, the only way to make an appointment with a counselor is by calling.

#### Creation of advising clusters

At the beginning of advising clusters for pathways, they were created manually for FTFT students. For 6-7 years, the process of assigning and communicating with students has been done by hand.

#### Strategic Planning focus on Academic Counseling

This is the third big change without staffing and support for counseling. The strategic planning focus on academic counseling will only be effective if these changes actually take into account what's actually working and not working in the office.

#### Challenges in personal counseling

We don't have the proper tools for maintaining records from personal counseling.

#### Questions

With the delay in the EVP hire, do counselors have a sense that these strategic planning changes are being pushed without regard for their needs? Yes. What might help? Getting more counselors input.

Yassin mentioned the PAVE program (peer advisor for veteran education) – is there a way for peer advising support to work for non-veteran students?

Elisa asked about whether there's a way for Microsoft Bookings to work for them as it has for the SBDC?

Star discussed problems they've had with Bookings. Barry has been able to help with libcal and have had some success.

Jeff asked about Stellic. Brief discussion about what Stellic will be and do. Jeff asked about splitting academic advising and personal counseling.

Andrew – comments on declining enrollments across the board and how declining enrollment can't correspond with a busier counseling center. Asked if better communication of services can help.

- Adjunct Council, Kim Fuller

Developing an adjunct orientation, based on adjunct handbook.

Concerns about adjunct council minutes being posted to infohub. As contract employees, Dr. McCloud did not want adjunct council minutes posted to infohub. A blog will be created to house adjunct council minutes, similarly to FA minutes.

Looking for more opportunities to address disconnect between bargaining unit and contract faculty.

Barry mentioned that it might be useful to look at Anthony Funari's grantwriting course that he developed for English, as an adjunct in that department.

- Academic Branch Council (ABC), Barry Bailey

Discussion of the ways we harvest information for HLC reporting and if adjunct council meetings are removed from InfoHub that it will create an accreditation issue.

Discussion of subcommittees in ABC.

- Faculty Association, Brett Cooper

VERB replacement has been / will be the FA focus. FT faculty evaluation system is on hold but there will likely be an RFP in the spring for the kinds of evaluation tools they need.

- College Council, Dr. Bowne & Jason Arnett

### **Items for Consideration:**

Courses and Copyrights follow-up Q & A (Mark Swails, Copyright Librarian)

- Bargaining Unit course materials are "college supported" and jointly owned by the college and the faculty member. Students post this content in violation of copyright laws, though it is easily spotted and taken down.

Mark Swails brought an update on this topic. First, two disturbing facts:

1. The majority of our course content is posted to CHEGG or other sources and students can cheat their way through the entire course.
2. The college is already receiving the standard of care/support that should be expected.

There are 17 states/countries where cheating is illegal, and there are tools that can crawl and ID.

The reason Mark works on this is because removing material due to copyright concerns is faster. In addition to Mark's role, the AAC has a role in support, and Justin McMilin has a role in punishment/enforcement. In advance of the HLC visit in 2019, there was an evaluation done – part of the response there was the creation of Justin's role in student life.

### Questions:

Discussion of issues regarding discipline, and the challenges to determining posters' identity.

Kim asked about the individualization of punishment and how to control for bias in the way we currently handle responses. Elisa mentioned the general rule of ensuring that very specific guidelines are included in the syllabus.

Andrew brought up Bloom's Taxonomy as a tool faculty should use for redesigning pedagogy to interrupt cheating behaviors.

Mark suggested a continued record of engagement regarding academic integrity.

Jill asked if students are aware about the levels at which these conversations are being had on the campus. Also, regarding the syllabus statement on academic integrity. Suggested a student senate campaign against cheating, including details on data about caught and punished cheaters. Discussion of data as deterrent, and how those data are/can be shared.

Barry suggested EdAffairs as an avenue for discussing how to communicate data related to academic integrity.

Meeting adjourned: 3:00

Items remaining:

- Communication Concerns (Jason Arnett)
  - With multiple concerns and topic submissions through the Staff Council InfoHub page, there is a general sense of unease and worry about how the College communicates important issues to the entire campus community.

**3 up, 3 down (Reflection on meeting; what to bring forward, what to do differently)**