

ABC Meeting October 23, 2023

RC 253 & Zoom

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

General Items

- [Updated MyJCCC](#) - Gavin Cotsworth and Sherri Hanysz
 - The MyJCCC page will be changing. There is a link to see what the new page will look like: <https://experience.elluciancloud.com/jcc149/>
 - Note: Not all the roles are completely set up at this time, so some faculty information is not visible
 - (The recording of this meeting includes a quick look at what the new site will look like at very beginning and the email sent out about today's ABC meeting contains the link)
 - The homepage will look different depending on your role. There are some announcements and "cards" that will only be visible in some roles and are not visible in others.
 - The cards available to you can be hidden or placed on the homepage based on your preferences. They can also be dragged around and repositioned.
 - This will likely go live over the week of Thanksgiving
 - Faculty will have access to Faculty role cards, Student role cards and Employee role cards. Faculty will have a LOT of cards that will need to be organized as you like it.
- Historic Catalog Search Records – Our request has been made and Sherri Hanysz is currently evaluating if it's possible and what format it may exist in.
- Committee etc. Definitions – Based on feedback from last time
 - It is still being edited and worked on and there will be another round of updates in December.
 - They really appreciate all the feedback that they received in the last meeting
- ABC Officers – If you're in ABC, please consider running for Chair or Vice Chair this spring.
- Concern/Issue Reporting – The link to report issues anonymously or otherwise is <https://forms.office.com/r/HMUWK68P5e>

Reports

- **College Council:** Met last Wednesday, but many were unavailable. Notable update from the Trustees representative was that they were, at the time of that meeting, still

considering decisions related to the Cosmetology department's future. The focus groups on communication are now taking place.

- **Adjunct Council:** Status quo – a few new adjuncts have been hired so we are reaching out to them.
- **Instructional Deans Council**
 - Post Graduate Wage Data - Karen Koller, Natalie Alleman Byers & LaWanda Hughes
 - Institutional Research provided an update on the annual survey of CTE completers and concentrators. They shared an updated and interactive version of the report available on the JCCC website. The deans made suggestions for improving the clarity of the report.
 - Action Item: The deans will send Karen Koller comments and suggestions.
 - Banner/Ellucian Experience - Gavin Cotsworth and Alex Prutsman
 - Gavin and Alex previewed the new Banner/Ellucian configuration for the My JCCC webpage. It continues to be tested and is expected to be launched by mid-November.
 - Rolling Semesters in Banner
 - Jim inquired about the feasibility of rolling semesters in Banner to reduce the workload for division as classes are built each semester.
 - Action item: Gavin will investigate this option and report back to Gurb.
 - Academic Master Plan (Gurb)
 - The Academic Master Plan continues to be edited in TEAMS.
 - Action Item: Gurb will continue to revise/edit the plan and share it again with the deans.
 - Employee Engagement Survey – Next Steps (Gurb)
 - The deans discussed the follow up work requested on the employee engagement survey. The action plan worksheets are to be returned to Rachel Haynes, and she is available to answer any questions.
 - Required SS# or TIN (Gurb)
 - The deans discussed programs that require a social security number or TIN for participation in internships, clinicals etc.
 - Action Item: Gurb will draft a statement to be posted on program materials (web, print, advising etc.) alerting students in advance of the need for this documentation to participate fully in the program. He will share it with IDC to incorporate comments/edits in the final version.
 - Capital Budget (Gurb)
 - The prioritization discussion will take place at the December 12 meeting.
 - Faculty Positions (Gurb)
 - The initial discussion of new and replacement positions will be at the October 31 meeting.
- **Faculty Development:**
 - CTL space in LIB 372

- Adjunct CTL Faculty Fellows will commence work January 2024.
- **Online Learning Advisory Committee.** Next meeting November 3. Nothing to report
- **Instructional Chairs Council:** ICC met Friday, October 13. Barry Bailey shared information about Open Educational Resources, including the benefits and barriers to implementation. Andrea Vieux provided an update on negotiations and asked Chairs to provide feedback via the upcoming survey. The chair formula subcommittee provided a status update and discussed next steps to complete information-gathering and finalize the proposed model. Next meeting will be held on Friday, November 17.
- **Educational Technology Advisory Council:** Steve Bennett has been drafted to give reports. The overview includes:
 - There was an update on the new audio-visual technology in the classrooms and the locations of the workstations.
 - Calls about problems in the classrooms will go to a call center rather than the voicemail system to speed up how quickly we can respond.
 - Discussions with YuJa about upcoming changes.
 - Ongoing discussions about improving the efficiency in Canvas including how students are notified about comments left by professors
 - More detailed notes to come in future meetings.
- **Diversity, Equity, & Inclusion Committee:** no meeting, no update
- **Metrics Strategic Plan** - no update. Still looking for a new rep.
- **Assessment Council** - Discussed assessment award and other potential projects, such as an assessment practice library.
- **Educational Affairs:** Met on the 11th and did the things that were discussed in the last ABC meeting.
 - There was a whole slate of changes in Fashion including their certificates.
 - There was a presentation about Academic Early Alert.
 - There will be another big meeting with a large slate of updates to courses this coming Wed.
- **Faculty Association** - next meeting is this Thursday, October 26 at 3pm on Zoom. If you need the link, contact Andrea Vieux.
- **KOPS Advisory Committee** - No new committee updates. Fall semester notification drill took place Friday, Oct 20...testing emergency door lock switches in classrooms.
- **Academic Calendar Committee** - Next meeting is scheduled for Monday, November 6th. The agenda will include the first look at a DRAFT for the 2025-2026 Academic Calendar and a discussion and recommendation on the recent State of Kansas adoption of Juneteenth as an official state holiday. What will that mean for JCCC and the summer term? Expectations currently are that the college will be closed pending cabinet discussion and Board approval. Please reach out to your Dean or faculty colleagues if you have thoughts or opinions on anything with the Academic Calendar. The current faculty reps are Lori Slavin, Darla Green, Colby Keslar and Andrea Vieux.

- **ADA-** The ADA Instructional Committee met on October 12. We discussed the Testing Services Request instructions for both paper and Canvas tests. Following the instructions is essential to avoid problems for students who need time and a half due to their accommodations. We also discussed emergency evacuation plans for people who use wheelchairs or have other medical issues that make evacuating during an emergency when elevators are unavailable a challenge.
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- **Counseling:** No update at this time
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- **Office of the CAO:** Thank you to everyone who gave input/feedback on the Master Plan
 - We are still waiting for input from other areas that will then be incorporated into the document and it will then go back out for feedback. Hopefully we will have something during PDD week. There will be several parts of our big initiative and Math Pathways will be part of a presentation for the Board tomorrow.
 - The next round of modifications to the Master Plan will be sent to ABC for discussion at a future ABC meeting.
 - Q - Andrea Vieux: When will we see the results of the faculty compensation studies?
 - Gurb: The results are not in yet; I will make sure those are sent to FA as soon as we know something.
 - AV: There has been no communication with the FA about this
 - Gurb: It is currently underway through a company that we have used before. I will get more information and send that on to FA.

Division Concerns