

ABC Agendas and Minutes 2021-22

December 13, 2021

Committee Reports:

- **ADA Instructional Committee:**
 - Committee met for final meeting of the semester on Thursday, December 9th. Next meeting is February 10th.
 - ICT Accessibility:
 - Ed Lovitt gave report on Accessing Higher Ground (technology) conference he and Chantel Braasch attended. Institutional Awareness of the need for accessible technology/electronic environments remains a priority as well as IT and Procurement partnerships to review accessibility of technology and possibly tying those reviews into the IT security reviews.
 - Ed Lovitt and Holly Dressler are working with the Web Management Team to update the JCCC Accessibility page.
 - Ed will be working on student training for Ally, Read & Write, and Equation
 - Access Services updates:
 - Increase in requests for “Flexibility in Attendance and/or Deadlines” from students with chronic medical conditions and mental health issues. Terri Easley-Giraldo shared plans that Public Speaking faculty have to discuss some options for students in their classes. Christina Rudacille shared how some health care programs are addressing absences. All decisions are made on a case-by-case basis.
 - Reminders for Spring: Accommodation forms will be emailed the week before school begins. Use a link in the email to confirm receipt of the accommodation form.
 - Other Updates:
 - Ed Lovitt shared of Bob Dole’s significant contribution to disability rights and influence in the passage of the Americans with Disabilities Act.
 - Christina Rudacille mentioned struggle to get students to Access Services. Holly Dressler shared referral options with committee members.
- **IRT:** No new updates from the last meeting. Thank you.
- **KOPS Advisory Committee:** No new updates. Will meet in 1st Qtr. 2022.
- **FA:** broken down into individual reports below
 - Committee of Whole 11/29 - John Clayton’s office presented data from student satisfaction and engagement surveys. Very low response rate especially on latter, from 7 to 9 percent out of a sample of 3700 students. Several trustees questioned blanket judgements and representativeness based on low rates. Some sentiment for tuition raises in 2022 due to rise in budget for salaries & benefits.
 - House education committee hearings 12/1 - Critical race theory is likely to be a strong discussion topic in the 2022 legislative session. Critics are aware that CRT is not the best label for what they oppose. References to “diversity, equity, inclusion” programs in K12 indicate these will be under legislative scrutiny.
 - Meeting w/President Bowne 12/6 - discussed problems of **chair compensation** and of recruiting skilled faculty into chair roles. Agreed that better stipend package may have to be part of long-term solution.

- Executive Council meeting w/Dr. McCloud 12/7 - besides discussion of **performance evaluations** (see below), explained that in future, high-failure courses (not sections) may be flagged to document the “hardest” courses and steer students away from “toxic mixtures” that combine too many challenging courses in one semester.
 - Collegial Steering 12/9 - 53% of employees have been vaccinated AND claimed the \$250 incentive. Percentage of those vaccinated is probably higher. Weekly Covid reports numbered half a dozen or fewer in October, now in excess of 30 or 40. No intention to relax mask policy at this time. No one shared examples of active resistance to mandatory masks this past semester.
 - Other – FA and Faculty Development are working on a reception for trustees and sabbatical recipients on Jan. 20 prior to BOT meeting. Also, the Senior Scholar application is being simplified.
- **Adjunct Council:**
 - We are wrapping up an Adjunct Survey. We ask Adjuncts what your main challenges are right now, what is going well right now and then asked if they were familiar with specific items involving Adjuncts at JCCC. (Adjunct PDD, Handbook, ACT, etc.). We will summarize the results and I will have a report for January.
 - I have not received any updated news on Adjunct Pay for shared governance work.
- **Chairs Council:** No new updates. Will meet again during PDD week.
 - If you are a chair, make sure to fill out the emails/forms, etc. that have been sent out related to chairs compensation
- **DEI Committee:** Members volunteered to act as advisors to strategic planning DEI strategy teams. Continuing conversations about DEI at JCCC. No other updates.
- **Ed Affairs:** The EA Committee met on Wednesday December 1st at 3 PM. The committee approved new courses & deactivations in Construction Management and Electrical Technology. Course edits were approved in Accounting, Drafting, Business Law and Electrical Technology. Several chain reaction program edits were approved in Construction Management, Automation Engineer Technology, HVAC, Metal Fabrication/Welding, Plumbing Technology & Railroad Operations.
 - The first Ed Affairs meeting of the spring will be held on Wednesday January 26th 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.
- **OLAC:** Last meeting was held December 3, 2021. Next meeting will be February 4, 2022
 - Vote on Canvas - OLAC voted **unanimously to continue using Canvas**. JCCC will sign a contract to use Canvas for the next 3 years.
 - Canvas’ December Release - Every month Canvas releases their latest updates. December’s release was expected to provide information, or better yet, the functioning migration tool for Classic Quizzes to New Quizzes. Canvas is delaying their December release until at least January. We do not know if January’s release will include the migration tool or if this delay will change the proposed timelines.
 - JCCC Proposed Classic Quizzes/New Quizzes timeline and training opportunities: <https://blogs.jccc.edu/support/canvas/canvas-new-quizzes-timeline/>

- Zoom Recording Consent - We are institutionally turning this on in Zoom. (OLAC didn't vote, we were informed of this.) Starting Spring 2022, anyone entering a Zoom session that is recorded will be prompted with a popup. The popup will notify the user the session is being recorded and that by entering the session they consent to being recorded. The prompt may contain only two buttons: "Continue" which implies consent or "Leave Meeting" which would prevent access to the session. If a participant/student does not want to be recorded, they should discuss this with the faculty member and consider some available options:
 - Keep their video off
 - Change their name displayed in Zoom
 - Legal counsel has weighed in on this issue and strongly recommends users are notified of sessions being recorded and subsequently providing consent. Faculty and staff will probably notice this change starting during the Spring PDD sessions.
- **ETAC:** We have not met since the last ABC meeting. We meet again this Wednesday (12/15).
- **Assessment Council:**
 - Next meeting December 15th. The council will share feedback from faculty about current/future Assessment Office.
 - Reminder from prior meeting: 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:** We have not met since the last ABC meeting.
 - CAV Central study space in COM: Old Dining Down Under Space. We've put some computers in there. Came out of a need in the fall because students needed space to attend zoom classes. Soft launch now, beginning of spring we will have a formal launch; it will be staffed so if students need help, they have someone to ask. The space is now being used as is. We've discussed getting zoom booths, but right now these aren't present.
 - Currently the only no-mask zoom room is in the Language Resource Center (LRC) and book a private study room. You can find this on the AAC website and on the LRC website. <https://www.jccc.edu/student-resources/academic-resource-center/study-spaces-resources.html>
- **Faculty Development:** No updates at this time.
- **Academic Calendar Committee:**

- The Academic Calendar Committee met on December 10th and after months of consideration, voted to recommend the AY23-24 calendar to the CAO's office for recommendation to the board for approval at the meeting in January.
- Other topics of discussion included the continued 15-week calendar, Stop Day, and a potential return of the Fall Break. No consensus or great swell of support was evident from any in attendance on these topics. So, the calendar looks basically similar to the current calendar.
- A sub-committee will be formed to look at the Final Exam Schedule and see if new language or considerations need to be added to accommodate the many variables around HYB delivery methods. For instance, A MW class that has met throughout the semester on Wednesdays on-campus might have its Final Exam scheduled on a Friday, which could be an issue for a student. Recommendations will be made in Spring to the full Academic Calendar Committee for possible change adoptions.

CAO Update (Mickey McCloud sent these remarks in advance, not present at meeting)

- From Mickey: After conversations with the FA Leadership regarding the taskforce to look at updating faculty evaluation forms and processes, we have determined that we will move forward with the project this spring, with the intent to have a new concept before we get to the AY 22-23 evaluation cycle. More information will be forthcoming at the opening of the Spring semester as we kick off this effort.
 - Jim Leiker: FA views this as a negotiated item. The Taskforce will investigate and recommend options hopefully by fall 2022, which can then be voted on by the bargaining unit. Mickey and Jim are putting together a group of 7-10.

HR changes to hiring practices (from meeting with Thomas Heard, Leslie Hardin)

- Changes coming in 2022 (probably starting February):
 - Search committee training:
 - New training, mandatory for all on committee
 - We're going to give a year to get everyone in (to avoid disruption to current searches)
 - Unconscious language, writing job descriptions/committees; how/where to recruit
 - HR is going to pick up the slack in funding if departments need to advertise in a specific place
 - Matrix
 - Minimum qualifications and preferred; individuals will be ranked numerically – working on this system and how to adapt for different departments, programs, needs, roles, etc.
 - JEDI HR rep will be intermediary with administrative features and HR generalist to help the committee
 - JEDI rep will be there to watch out for unconscious bias
 - If you don't know what HBCUs are and the role of Howard compared to Harvard, you will be using unconscious bias
 - These are the questions that are coming up in the search, JEDI will come up with that
 - Tai shared: JEDI à probably going to change name
 - Sent to Tai/ABC on problems: <https://www.scientificamerican.com/article/why-the-term-jedi-is->

problematic-for-describing-programs-that-promote-justice-equity-diversity-and-inclusion/#

- Demographic review
 - Examining the similarities/differences between applicant pool and those interviewed.
- We're really going to work on recruiting applicants
 - LinkedIn: we can target based on what people put in their profile.
 - Trying to be more targeted in how/where we recruit
 - If you all would let us know what the organizations/advertising in those areas
 - Increase qualified applicant pool
- This is a different HR office than in the past
 - We're open to feedback, support and understanding
 - We want to partner; what do you need?
- Thomas Heard will present on this in the All-Faculty meeting in January

Sustainability update

- From Jay Antle: We've been talking about this for a while and there may be a formal announcement about this sometime soon, but our Renewables Direct agreement with Evergy finally went live a few months back. So, between our 1.5 megawatts of solar on our rooftops and this agreement where we are effectively purchasing wind energy for the remainder of our usage, we are essentially carbon-free in terms of our electricity on campus.
- Some of you have noticed a few wiggly words here and there which have to do with the nature of the Renewables Direct agreement where we have agreed to purchase a set amount of wind power per year which we estimate to be our annual usage, but it is possible that our estimate could be off from year to year. Now, it is time to turn to other emission sources on campus...

Juneteenth Update, Jim Lane

Juneteenth Committee Final Recommendations

In recognition of the Juneteenth holiday and the contribution and sacrifice of people of color, the Juneteenth committee recommends the following actions:

It is recommended that Juneteenth be celebrated in both February and June of each year. Whereas Juneteenth is a part of Black history, the committee recommends.

Updated Timeline

- Removal of Wall of history February timeline
- Addition of Call for Information to February

2022 Structural Support and Planning

- **February 2022: Call for information/Proposal**
 - This call for information will provide a full picture of what our faculty, staff, and students are currently doing in recognition of Black history and Juneteenth.
- **August 2022: Launch academic Juneteenth project box.**
 - Connect with Farrell to ensure faculty incorporation and guidance

Original Timeline:

2021 Structural Support and Planning

- **November 2021: Call for information/Proposal**
 - This call for information will provide a full picture of what our faculty, staff, and students are currently doing in recognition of Black history and Juneteenth.

- **2022 Structural Support and Planning**
- **February 2022: Wall of History:**
- **August 2022: Launch academic Juneteenth project box.**
 - Connect with Farrell to ensure faculty incorporation and guidance

It is recommended that in the month of June, Johnson County Community College takes the following actions:

Week of Activities

- **Monday:** Statement from President released with links to Juneteenth history and activities for the week
- **Tuesday:** Juneteenth Health Walk: Partnership between HR and Student Wellness. Information of conditions that plague the black community will be provided with resource information.
- **Wednesday:** Virtual Speaker
- **Thursday:** Personal statements: Notes and personal stories from faculty, staff, and students, describing personal history.
- **Saturday:** Juneteenth Community Festival. Partnership with <https://www.juneteenth-kc.com/first-fridays>. (Vendor and sponsor)

Note: If an employee wishes to celebrate Juneteenth individually in the community or personal choosing, they will have the option to utilize a floating holiday, personal or vacation day.

College Council

- Bylaws complete
- Co-chair model adopted
 - President (Dr. Bowne) permanent co-chair
 - Jason Arnett (Dining Services Manager) was unanimously elected as co-chair for the remainder of this academic year.
- Staff Council: Just formed in the fall 2021 semester.
 - Many staff are looking to have a voice and a place to share new ideas, ask questions, and air some grievances.
 - Leslie Quinn (Staff Council Chair): what's on the minds of staff members differs a lot from what's on the minds of faculty. We've had to be clear that the Staff Council might forward information, but this is not a bargaining unit, this isn't an entity that makes demands on programs/groups. There's been a good mixture of submissions, requests, issues brought forward. Staff need a place to take issues that affect them, and they don't think HR is that place. We're looking for broad issues or big picture issues. We are a place that can take ideas forward. We can take ideas up to the College Council, HR, or another department; to add momentum. Staff don't have a FA and they have a lot of fear about speaking up. This is why we allow anonymous submissions.
- ABC made a faculty report on: Desire for return of legacy search to enhance student experience and ease of enrolling.
 - Leslie Quinn: The current course search is available without logging in. <https://reg-prod.ec.jccc.edu/StudentRegistrationSsb/ssb/term/termSelection?mode=search>
 - We are trying to make changes with the company that owns Banner to change searches.
 - We'll be able to display the course delivery method soon.

- Notes are not going to be visible and this is a problem; having notes visible would help with the Academic Branch's request.
 - There is a Taskforce investigating the matter; includes Leslie Quinn, Jim Lane, Richard Fort, among others.
 - We've always used very few of the Banner options because when you take a Banner update the options could be lost.
 - Jim Leiker: Math department chair would tell you that they have to answer hundreds of emails and phone calls when they used to have this information in the class search (and thus didn't have to answer all these questions).
 - Leslie: the old class search was excellent at delivering information, but you couldn't enroll straight from that website. The current Banner class search is not as good at delivering information but students can enroll in it directly.
 - Leslie and the Taskforce working on this will give a report at the January College Council meeting. ABC will bring this report back (and invite Leslie if needed to answer ABC questions).
- ABC made faculty report on: Where does Counseling fit in shared governance below the College Council? Currently Counseling is excluded from ABC and Staff Council.
 - Meeting subsequent to College Council (discussed below) has made progress on this issue.

Strategic Planning

- Student Success team of Vince Miller and Pam Vassar are also including improved class search in their strategic planning actions

Counseling and Shared Governance

- Meeting 12/6 with: Tai Edwards (ABC), Mickey McCloud, Randy Weber, Leslie Quinn (Staff Council), Star Triscornia (Counseling Chair)
- Discussion
 - ABC was created on a recommendation of taskforce (mostly faculty), it was designed as a branch model. Counseling wasn't invited because it was a branch model. The later creation, Staff Council, was based on a job designation model. [Other history around what led to this was discussed.]
 - The original HLC feedback had 2 specific things they were asking for: college shared governance, and faculty shared governance. There were simultaneously running efforts. ABC came from the faculty. College Council came from the other one. With ABC as a model, how would other employees be represented?
 - They pulled employee numbers, said there would be 19 staff reps. That was the starting point for Staff Council, elections were held, 19 people placed, bylaws written, we're up and running. From the beginning there was a mismatch in the models.
 - Counseling currently has a direct seat on College Council because we have no place for Counselors (this was a "for now" fix). There's double representation for staff who are in the Academic Branch.
 - There would be challenges with Counselors on ABC because everyone else in ABC reports up to Mickey; Counselors do not. This could create confusion based on norms/practices in Academic Branch that are different elsewhere. Counselors also might be put in a position to speak for all of Student Success, which would be inappropriate.

- Counseling and the Academic Branch would benefit from more collaboration and communication; in advising students, understanding changes within the academic branch that impact students, etc.
- If Counselors have an issue that needs to be addressed, where should they bring that? Through their branch's leadership team to Randy? Directly to the College Council?
- Staff Council is not interested currently in adding full time Counselors to the Staff Council. In the future we may want to reorganize this. But this year it's too much. If we ever went with a branch model, then counseling would make sense. We need a clear staff voice. If there is anything that needs staff input, Counselors should bring that material to Staff Council.
- **Actions: Pilot program for Spring 22: a counseling liaison will attend ABC meetings. It will be clearly shared with Counselors and ABC: this is a not a voting position, Counselors are attending ABC meetings in an effort to increase communication and collaboration on issues that overlap in our work (specifically with students), Counselors do not speak for their branch or other roles at the college related to Student Success, etc. We will evaluate in May (at the latest) the success of this pilot program and make plans for thereafter.**

Canceling Jan 10 ABC Meeting (All Faculty later that week is a sufficient substitute)

January All-Faculty Meeting and PDD

- All faculty meetings, Jan 13, 9-10am, Thursday, Zoom webinar
- And PDD schedule in Farrell Jenab email "Spring Professional Learning Days 2022 Schedule" (12/2), also accessible [here](#) (Canvas, Academic Branch Council - Community, Files, 2021-22 Documents)

Farewell 2021