

ABC Meeting February 26, 2024

RC 253 & Zoom

Attendance: Christina Wolff, Barry Bailey, Jessie Simpson, Brett Cooper, Jim Leiker, Amanda Kraus, Lori Shank, Emily Sewell, Jeff Lewis, Jim Lane, Carol Smith, Andrea Vieux, Vincent Miller,

General Items:

- Community Garden! It's coming back! More information coming soon from Jay Antle, but it will begin with only faculty and staff concept plots. Stay tuned to Infohub for more details.
- Officer Elections
- No Meeting During Spring Break

Reports:

- **College Council**
 - The three chairs of the shared governance councils met with Mickey McCloud to discuss a summary statement of his definition of shared governance at JCCC, which he created in response to HLC. He supported the efforts. Concerns from ABC related to the nature of the original document's creation were brought up, but Dr. McCloud indicated we would not be revisiting a new campus definition at this time.

The three chairs made an initial draft. It is just a draft and a second draft will not be made until input has been received from the three councils.

Shared governance at JCCC is the culture of collaborative input across campus that supports decision makers in advancing the work of the college and its mission, vision, and values. Through established committees, councils, and other structures and their processes it is an expectation that voices have the opportunity to be heard especially as decisions may impact a specific area. While administration, as empowered by the Board of Trustees, has ultimate decision-making authority, members of the JCCC community have a right to shared communication. The tradition of shared governance at JCCC is continually evolving in response to the needs of the institution.

Feedback for draft #2 should be sent to ABC by March 11th.

Brett: (summary) This is not an example of shared governance, as this is a summation of a document that was given to us by administration. This would be a good time to actually create a document defining what shared governance is. While communication is essential to shared governance, it is not sufficient for shared governance

- **Adjunct Council** The four Adjunct Faculty Fellows have been named. More details in the Faculty Dev. Report below.
- **Instructional Deans Council – IDC met 2/13/2024**
 - Sean Burkett - Introduction
 - Sean Burkett, Interim HR Director, was introduced to the deans and stated that he is available as a first point of contact for any HR related issues or questions. Mandatory Training was also discussed.
 - Natalie Alleman-Beyers, Nick Sutton, and Dawn Boman - Gainful Employment Update
 - Natalie reviewed revised federal Department of Education reporting requirements for gainful employment and financial value transparency. The new requirements will go into effect July 1, 2024. Institutional Research will be requesting data for all Title IV eligible programs and the information will be due July 31, 2024. She asked the deans to share this information with their department in anticipation of the data request.
 - Faculty Evaluation System/Testing
 - The testing of the faculty evaluation system was discussed.
 - Release Time & Stipends for CN Liaisons
 - The deans discussed release time versus stipends for CN liaisons.
 - RSI Recommendation from OLAC
 - The deans discussed the RSI recommendation from OLAC.
 - Awards Committee
 - Brian Shawver will be replacing Lenora Cook on the JCCC Awards Committee.
- **Faculty Development:**
 - CTL Adjunct Faculty Fellows named
 - Rebecca Kastendick, English for Academic Purposes (EAP)
 - Kim Fuller, Healthcare Information Systems
 - David Jones, Math
 - Cindy Harmison, Legal Studies
 - Faculty Learning Communities
 - AI Explorers — Justin Stanley, Teaching and Learning Meetup; Lisa Parrot, Business
 - Doctorate Support Group — Peyton Reichert, Business
 - Communications
 - Engaging Students Online— TBD
 - HyFlex Course Design — Damon Feuerborn, Drafting
 - Student Cheating — Kim Fuller, Healthcare Information Systems

- Working with Underprepared Students — Suneetha Menon, Science Resource Center, and Lisa Cole, Accounting

Please complete this form if you'd like to join one:

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- **Online Learning Advisory Committee**-Nothing to report. Next meeting March 1
- **Instructional Chairs Council:** ICC met Friday, February 16. Andrea Vieux discussed the activities of the Negotiations Team and the Faculty Evaluation Taskforce. The Chair Formula subcommittee is working to complete its review of survey submissions and will follow-up with departments, as necessary. A discussion also occurred surrounding department bylaws, including information to include and process for change. There was a call for nominations for the 2024-2026 ICC officers; please submit nominations to Amanda Kraus.
- **Educational Technology Advisory Council** (no meeting in February)
- **Metrics Strategic Plan** no update
- **Assessment Council**
- **Educational Affairs** There was no meeting last week because there was not enough curriculum to justify a meeting.
- **Faculty Association** - Call for nominations for officers and rep to NEA rep assembly, now through Thursday, March 28. Send nominations to Brett Cooper.
- **Calendar Committee** - No update at this time.
- **ADA** No update at this time
- **Counseling**
 - Counseling Retreat is on February 29th **Be aware that this will correlate with a reduction in the services offered during this time
 - Naomi Mendoza is the new Garrett Lee Smith Suicide Prevention Grant Coordinator
- **Office of the CAO** – No new reports; Dr. Singh unable to attend.

Division Items:

Follow-up from January 22, 2024 meeting, International Education visit (shared here by Jim Leiker):

A letter signed by about a dozen study abroad faculty, outlining concerns, was sent to Karen Miller and Vince Miller on February 21. Dave Krug, Jim Leiker, Vince Miller, and Dan Owens met on 2/22/2024 to discuss them. Karen was unable to attend. The following summation was written by Dan Owens.

“We all left the meeting feeling positive about our discussion, which resolved many if not all of our concerns. The first issue we discussed was what some faculty feel is the excessive micromanagement of our study abroad programs. Vince made clear that if faculty provide in their proposals reasonable descriptions for why proposed activities relate to the subject focus of the trip, that activity is likely to be approved. The proposer's dean needs to agree that the topic

and then the activities fall within the areas the faculty are HLC qualified to teach. So if Dan proposed a program, it would have an Economics or Business Administration theme in general (assuming he's HLC qualified to teach both ECON and BUS), and then the activities would need to align with that theme in some way. If the other co-instructor's area of faculty expertise is different, then it can be an interdisciplinary course and would include themes and educational activities from both areas. We talked about how this could be somewhat similar to proposing a new special topics course in a department. The proposer's dean isn't the only person approving the proposal, so others could ask questions (Karen, Vince, Gurb, Mickey), but the home dean gives the initial formal HLC input. For GIST courses, Vince has to sign the HLC form. Vince also asked if any faculty have specific concerns about how the new study abroad proposal form or any other aspect of study abroad is excessively burdensome, they should communicate those concerns to Karen or Vince and their concerns will receive fair consideration.

Vince stated it is not his view that some faculty are using study abroad to finance a vacation and indicated he has not heard this language from Karen Miller or other members of the JCCC administration. Dan, Dave, and Jim are all confident this was said in good faith. Vince noted evidence of his respect for the amount of work involved in planning study abroad trips is that he successfully supported and clarified the role of the \$1,500 stipend to supplement the regular trip pay. Jim, Dave, and Dan all appreciate this. We agreed that probably doesn't compensate for all the work involved, but it is something.

After the meeting, Vince went back and confirmed how the faculty stipends have morphed over time. There used to be a question on the proposal form asking the faculty co-leaders how much of the faculty leader travel expenses should be paid by students (this is now covered entirely by the IE budget to remove the burden from students), and there were questions about how much to charge students for an optional trip planning fee and an optional leader compensation fee. Those two items were combined into the automatic faculty planning and leading stipend. Some faculty understandably didn't choose to put that additional expense on the students and thus received no compensation, but that isn't an option now. Faculty leaders also receive compensation for their instruction workload for the credit class associated with the program.

There continues to be disagreement about if broad-based cultural programs are defensible before the Higher Learning Commission, or if they need to all have a specific subject area like Art History or Biology. We agreed to discuss this matter further in consultation with our HLC advisors. At present trips must all have a subject-focus which provides 15 contact hours of subject content per credit hour. There was agreement that this should be easy to achieve on a study-abroad trip that lasts many days and has including pre-trip meetings dozens of possible contact hours. Vince added that he and Karen anticipate that programs would be at least 2 credit hours if not 3, since 30-45 contact hours should also be easy to achieve.

We also agreed that more transparency and collaboration is desirable as our study abroad programs continue to evolve. The International Education Committee will be revived to provide a forum for discussion and input regarding future changes to study abroad. Vince added that the

revival of the IE advisory committee has been the plan all along. He and Karen have been talking about this for some time before the current concerns arose."