

ABC Meeting October 9, 2023

RC 253 & Zoom

Attendance: Barry Bailey, Jamie Cunningham, Brett Cooper, Lori Shank, Andrea Vieux, Carol Smith, Emily Sewell, Christina Wolff, Jim Leiker, Vincent Miller

General Items

- John Clayton to [discuss councils, committees, and task forces](#) -
 - A presentation on a *Guide to Councils, Committees, and Work Groups*. He would like feedback from the academic branch on the content of this document. The shared governance bodies will be giving feedback over the course of this semester. We hope to put this into place next semester
 - ABC does not have a secretary, which would be a required position according to this document
 - Compliance timeline? What is the grace period? A: There will be a grace period, but that has not been decided on.
 - Ed Affairs also does not have a designated secretary position. Like ABC, minutes are compiled, but not by a person designated as the “secretary”
 - Is there a plan to assess the current committees/processes? Are we looking to see if having these committees is helpful?
 - Is there a clear path for looking at bodies that have been disbanded and how the responsibilities of such groups are rehomed.
 - We can agree that the responsibilities required of the various bodies is good, but feel that it should be up to the individual groups to assign those responsibilities to the members as they see fit, rather than having specific rules for who does each job.
 - Nearly every department/division has standing committees for curriculum, assessment, program review, hiring committees, etc. There might not be a one size fits all way to create a committee for each department
 - What committees is this document meant to include? Is it the larger bodies like ABC that were created as a result of HLC? Should we make sure that there is language to specify what this document is meant to apply to? That way it does not impact the extensive number of standing department committees that have been in existence long before this discussion started.
 - Adjuncts would also like to better understand what their places are within this framework. And why they are excluded from many of these discussions.

- Historic Class Searches - Barry needs to have follow up meeting and push further

- ABC Elections – Reminder to consider running for Chair or Vice Chair when we hold elections next semester

Reports

- **College Council** - Have not met since last ABC meeting (the next meeting is Wednesday)
 - If you receive an invite to give feedback, your participation is appreciated
- **Adjunct Council** There is the possibility of an Adjunct Fellowship associated with a stipend. Not much is known about this yet, but it is encouraging
- **Instructional Deans Council** - Have not met since the last ABC meeting.
- **Faculty Development** – Distinguished Service Applications are due Oct 15
- **Online Learning Advisory Committee** Christina Wolff had a sub due to KCOG, so perhaps Ed Lovitt can give a better summary of her summary of the minutes.
 - Some issues with the attendance tool and Ed is working on this and will make available a road map for Canvas.
 - If you have ideas for default settings let us know to take to the next OLAC meeting.
 - Yuja will be sunset, and Ed Tech has looked at a “Verity”, a new lockdown browser some have found impressive. **Not all of Yuja, just the lockdown browser part is being sunset.**
 - Yuja developed a product named Panorama that is like Ally but they are exploring other products that would cost less than the \$44,000 being spent on Ally. Panorama can work outside LMS, Ally is the program that ensures materials are accessible.
 - Turnitin added an AI detection function in March, but Ed is asking how much it will cost to use it in the future as it will not be part of Turnitin. Discussion asking how to change settings, so students are not receiving too many notifications.
 - Make a recommendation to the Orientation committee to teach students about this option since students can change settings on a course-to-course basis. Subcommittee gave a report on RSI. Ed created a tool based on the OSCQR rubric and this is in draft form.
- **Instructional Chairs Council:** ICC has not met since the last ABC meeting. Next meeting: Friday, October 20, 2023.
- **Educational Technology Advisory Council** no update at this time
- **Diversity, Equity, & Inclusion Committee** No meeting
- **Metrics Strategic Plan** - have not met & still seeking ABC rep to this group
- **Assessment Council** - Have not met since the last ABC meeting.
- **Educational Affairs** New course edits to classes and several BNSF railroad courses were deactivated because they haven't been used since 2017

- There is a new *AI syllabus language sub-committee* There should be bringing something forward early next spring.
- There is an extra meeting this coming Wed. To preview the next Web catalogue and work with curriculum from Fashion and Design
- **Faculty Association**
 - Last meeting was Thursday, September 28th at 3p. Marquis Harris, Executive Director of Inclusion and Belonging gave a presentation on Inclusion & Belonging, and his role and vision.
 - We got 5 submissions for the logo contest (submissions were due 9/30). More to come about that once the membership engagement group meets.
 - We are seeking FA members to volunteer for the KNEA local and state assemblies – local is 1/20/24 from 8:30a-noon and state is 4/6 & 4/7. We need 10 folks as reps, and a few alternates.
 - Looking for a venue for December gathering. Ideas? Send to Dr. Irene Olivares
- **KOPS Advisory Committee** no update at this time
- **Calendar Committee** - Have not met since last ABC meeting
- **ADA** - Have not met since last ABC Meeting.
- **Counseling** – Nothing new to report. Spring enrollment begins Oct 23rd with pre-enrollment and Oct 25th for open enrollment. Counseling will be in peak time walk-in hours Oct. 16th through Nov. 3rd.
- **Office of the CAO** – Dr. Singh is unable to attend, as he is at Pittsburgh State University to work on articulation agreements.
 - Feedback from the Committee document will be brought up to him next week with his meeting with ABC officers.

Division Topics

No topics were raised at this meeting.