

FACULTY COUNCIL MEETING AGENDA (17 Sep 2018)

1. Call to Order/ Introduction of Invited Guests
2. Approval of August Minutes
3. Additions to the Agenda
4. Vice President's Report

BOL Audit

- Updated rubric for student interaction (discussed at last month's BOL Division meeting); new courses will be reviewed for student interaction per the rubric and current courses will also be going through a review with the updated interaction rubric components; timeline and information forthcoming
- Examy is in process of implementation – multiple math and science instructors have attended training and will utilize in BOL #3 and/or BOL #4; all faculty will receive training for use in January 2019
- We've learned Examy also proctors Accuplacer – this was a surprise for us. Examy and Accuplacer are partners. We've already identified two students cheating as they took their Accuplacer assessment.
- Panopto users will be assisted by the BOL team to begin using ILOS (now called VidGrid); request for assistance email 9/13 from Todd Mobray
- Genius was discontinued for BOL enrollment August 1st. Genius was discontinued for FR and FL enrollment the first week of September. Barton now supports one enrollment system – Banner (PAWS). This is a streamlined enhancement for students – particularly those who take both F2F and online courses and is also a financial savings for the institution.
- We need to make a change in process pertinent to BOL class sections that have less than 10 students. Moving forward, if a BOL course has less than 10 students enrolled **and** there is a partner section (with the same instructor) that could absorb the enrollment **without** going over 30 maximum students, the two class sections will be merged. This action supports engagement in student learning and fiscal efficiency. **Please let me know if you have questions – we'd like to notify online instructors before the start of BOL Session #4 (begin date is October 15th)**

Committees

- The following is a list of faculty council members and their respective committee assignments in addition to Faculty Council:
 - ✓ Amanda – STEM, Jack Kilby Science Day, Academics Month and Substantive Interaction
 - ✓ Kara –
 - ✓ Kim – WTCE Essential Skills
 - ✓ Gerald – Sustentative Interaction
 - ✓ Gil – OER
 - ✓ Gene – OER

- ✓ Mike – Executive Leadership and Open Pathways
- ✓ Mark – Student Authenticity and LICC
- ✓ Peter – Executive Leadership Open Pathways, Department Chair, Leadership Institute (17-18), Cultural Day, Academic Integrity and Academic Calendar

Notes:

- Myrna Perkins, Chief Accreditation Office, wants to make changes to the current Open Pathways committee. The group has only met twice in nearly one year and she believes she has an alternate arrangement that would better serve the institution. More information to come.
- New ADA Committee (addressing federal compliance with F2F and online classes) has been commissioned. The group is currently participating in two WSU badge courses as a professional development activity to better understand compliance requirements as they apply to instruction. More information will be shared as the committee gains understanding of the project.

Outcomes Assessment

- Classroom Assessment Sub Committee – Ange Sullivan (Facilitator)
- New CAT submission guidelines (using Canvas) have been communicated by sub-committee member Brenda Siebold
 - Co-Curricular Sub Committee – Steve Lueth (Facilitator)
 - Program Assessment – Eight programs participating; additional programs will be added
 - Assessment Institute – Started September 11 – first session went well according to facilitator Jo Harrington!

Distinguished Instructor Award

- As mentioned in a previous email, we are removing the Distinguished Instructor presentation from the GB graduation ceremony next year. We will announce the DI awardees, but there won't be any further comment, nor presentation of a plaque at the commencement. In visiting with Dr. Heilman, he said he may continue with the pre-graduation dinner in GB that includes invitations to the GB outstanding graduates and all distinguished instructors. For those who choose to attend, they would be recognized at the dinner in a more formal manner including receipt of their plaque.
- Chairman Cox has suggested FR/Grandview recipients recognized at the FR Phi Theta Kappa ceremony

General Education Project/Degree Credit Reduction (64-60)

- I sent an email earlier this week with information pertinent to the General Education proposal and timeline for potential approval.
- The degree changes (64 to 60 credit hours) will apply to AA, AS and AGS degrees; however, the potential general education change will impact all degree programs specific to general education coursework.
- Targeting 19-20 (originally) – likely amended to 20-21.

- Instruction was awarded funds through the strategic planning process to purchase Concourse, a syllabus management system that interfaces with Canvas. This system will aid multiple areas of syllabus development and upkeep including institutional, departmental and instructor. A sub-committee of LICC will be addressing this project – more information to come.

OER

- The full workgroup met the first week of September. Great group – 16 members/15 attended (one excused absence). They discussed the subcommittee's development of draft guidelines completed over the summer for OER implementation.
- Dr. Heilman has requested a three-year timeline for the implementation of OER across the instructional system.
 - I've discussed with him three potential categories: full use of free OER, modified use of OER with low cost and no use of OER (with documented rationale)
 - The subcommittee is working on a draft.
 - Dr. Heilman has requested a report on the timeline for the November Board of Trustees retreat.
- The subcommittee has raised a discussion point of managing and inventorying OER courses. This is a logical next step. There are a number of areas that necessitate a review process to ensure courses using OER meet compliance, licensure and best practices standards including ADA, cyber security, copyright and creative commons. In addition, in order to attain the full benefit of student's awareness of OER options, we need to brand the courses using OER whether free or low cost. A review process will establish this information and will support marketing and awareness messaging. ***If you have ideas for the review process, please share with me prior to the next Instructional Council meeting – October 16th.***

Academic Integrity

- The New Academic Integrity Council met for the first time earlier this month. Great group 18 members and all attended!
- The council worked on its charter and also spent time catching up on all things academic integrity!
- Future fall meetings will focus on cheating definitions and approaches to educating and counseling students on the front end of integrity violations as well as faculty professional development.
- The College is a member of the International Center for Academic Integrity – provides professional development resources

Professional Development

- Professional Development Steering Council had its first meeting last month; completing their work on the council charter.
- The group will shift its attention next to definition, procedure updates and fiscal discussion.

- Jenna Wornkey and I are looking forward to meeting with you on October 15th to discuss a possible new professional development activity for faculty – a Teaching and Learning Institute.

Institutional Team

- Faculty Council is one of the College's HLC Institutional Teams. Membership, facilitator, minute taker, current charter and agendas/minutes are required and need to be posted to the College's website.
- Please let me know when you have these items ready for publishing. There is training that Amanda (note taker) will need to complete the process.

New Projects

- Grade Revocation Procedure – reviewing for potential updates. With the increase in academic integrity violations, there may be occasions to utilize this procedure.
- Maximum Credit Hours – currently reviewing FR/FL data before working towards a recommendation.
- Summer College & Career Academy – Opportunity for Students (6-12 Grade)

Instructional Council Upcoming Faculty Events

- Fall – CCSSE Results Forum – have not received the report.

Other Upcoming Events & Activities

- VP Vacation (Friday, September 14-PM and Monday, September 17)
- VP Travel - Kansas Board of Regents Meeting/Kansas Council of Instructional Administrators Meeting – September 18-20 (Topeka)
- President's Forum (GB) – October 4
- Professional Conference Day (FR/FL/Grandview) – October 8
- VP Travel - MAC Breakfast (Junction City) – October 25
- Ellsworth Correctional Facility Learning Celebration – November 1, 2018
- President's Forum (FR) – November 8
- GB Holiday Party – December 7
- FR/FL/Grandview Holiday Party – December 14
- Great Bend Graduation – May 10, 2019
- Fort Leavenworth Graduation – June 12, 2019
- Barton's 50th Anniversary – September 2019

5. Old Business

- a. Retreat Update and Due Outs
 - Update Goals

Facilitate faculty participation in the Barton Strategic Plan
 Support Open Pathways Accreditation
 Review and provide advisement on all proposed policies/major changes for impact upon faculty.

Promote Faculty Professional Development through the 3rd Wednesday Professional Development Series

Participate and provide advice and support to the

- The Open Educational Resources (OER) Initiative
- The Academic Integrity Initiative
- The Barton Master Schedule Initiative
- The Professional Development Initiative
- The Student Interaction Initiative

Support Vice-President of Instruction web page – Seems very specific and advise administration concerning these

Utilize and promote the Faculty Council Communication Course Shell

- b. BOL Audit Sub-committees Reports
 - Academic Integrity
 - Substantive Interaction
 - Student Authentication.
 - OER
 - c. Updated Projects List
 - Faculty Council Charter
 - Faculty Handbook
 - Credit Hour Cap
 - d. 3rd Wednesday Schedule
 - e. General Education Initiative
6. New Business
- a. August BOT Report
 - Email addresses
 - b. Due Outs
 - c. Faculty Council Committee Membership
 - d. 2019 – 2022 Faculty Council Strategic Plan
 - e. Grants
 - Title III
 - Barton Foundation
 - f. Kansas Core Outcomes Committee Meetings 12 October (Site TBD)
 - g. Professional Development Opportunity Conference 15 October (Zoom)
7. Lies, Rumors, Made Up Facts
8. Adjourn