State Faculty Advisory Council

MEETING MINUTES
Friday, March 6, 2020
Colorado Community Colleges System Office
9101 E Lowry Blvd, Denver, CO 80238
Foundation Room – 2ND floor
9:00am- 3:00pm

I. **WELCOME**
    A. Attendance
        1. **Members Present**: Amy Braziller (RRCC) Interim Chair, Jenai Rutledge (ACC) Recorder, Kelly O'Dell (CCA), Andy DeRoche (FRCC), Kent Ross (NJC), Cathy Henrichs (PPCC), Becky Sporrer (OJC), Kathryn Carpenter (TSJC), Nicholas Swails (CNCC), Joe Shields (LCC), Shirley Smith (CCD), Joe Shields (LCC)
        2. **Absent**: Daniel Grafton (MCC), Mary Nicks (PCC)
    B. SFAC Interim Chair approval: vote to approve Amy Braziller as interim Chair was unanimous

II. **JOE GARCIA - Chancellor, CCCS**
    A. COVID-19 (Corona Virus) Updates – in discussion with the Governor's office
        1. Planning on operational contingencies should infections cause isolated or widespread closures.
            a) Options may include online instruction and trainings
            b) SFAC Question: How do we address individuals who cannot access content online? Answer: Plans are still being worked out
            c) Closings and other related policies will be decided at the individual college-level
        2. Reported on a meeting with AAUP – Diane Duffy, Landon Pirius (VC of Academics and Student Affairs, CCCS), and Joe Garcia (Chancellor, CCCS) – Reviewed request for pay increase for adjunct instructors. Increases are being investigated for all, not just adjunct instructors. Budget negotiations are underway with the Governor's office. Raises will be dependent on budget approvals. Ability to adjust pay rates also depends on enrollment/class sizes.
        3. SFAC Question: Dr. Paccione, Executive Director of the Colorado Department of Higher Education spoke at CFAC about apprenticeships and providing all 2-year and 4-year apprenticeship opportunities during the degree programs. What level of priority, if any, are these types of initiatives being given within CCCS? Answer: It is being discussed. Conversations have been held with CareerWise. This company specializes in creating apprenticeship opportunities for students who are leaving H.S. in areas that extend beyond typical vocational apprenticeships, e.g., financial, IT, healthcare, etc. Additionally, work is underway to strengthen 2-year to 4-year partnerships to improve the pathway to 4-year.

III. JULIE OUSKA - CIO Vice Chancellor of IT; KEN CAMPION, Client Services Manager at CCCS
   A. Concerns regarding the migration to ccc/ domain:
      1. Question: How was the timing for this migration decided? Answer: Project has been under discussion for >4 years. Decisions were made last minute for many colleges – but timing was determined by individual colleges. Tool used to assist colleges in the migration process was used by some but not all colleges – choice to not use the program may have explained some of the discrepancies in experiences during migration.
      2. Question: Why wasn't there more a system presence for the transitions at rural colleges? Why was there inequality in how the migration occurred between metro and rural schools? Discussions about whether there are ways to centrally coordinate updates to mitigate some of the issues. Differences between each college in the network organizations can create hurdles for more cohesive implementation of system-wide initiatives.
      3. Suggestion from SFAC – Can IT initiatives be shared with SFAC so that we can work to make faculty at our colleges aware and provide feedback.
      4. D2L Loophole – because D2L doesn't prevent 2 sessions – this may allow students to cheat on a quiz even when taken in a testing center if quiz is taken in D2L.
      5. IT is working on single sign-on options. VC Ouska asked for ideas about roll-out timeline suggestions. Test roll-out was suggested – trial it at a single institution to troubleshoot.
      6. Remote Access – as an option for campus closures. Metro colleges are using Citrix or VM Ware to access applications from home, but rural colleges for the most part do not have these options. Looking to increase licenses for remote access options. System is pricing options currently to make it available to all colleges. Historically adoption of VPN/Citrix services has been determined at the college level based on the school's specific needs.

IV. OLD BUSINESS - SFAC Discussions
   A. The Council would like to acknowledge the service and contributions of Lisa Gallegos and wish her well in her future position.
   B. SFAC Bylaw Revision
      1. Added language to define the frequency with which the bylaws will be reviewed.
      2. Proposed and reviewed revisions to SFAC Bylaws. Revisions were proposed for:
         a) Article IV: Officers and Executive Committee;
         b) Article VI: Reimbursement and Compensation; and
         c) Article VII: Amendments.
         d) Revisions will be sent out to SFAC for final review next week and then will be shared with Landon Pirius, Angie Gramse and Joe Garcia prior to a vote for approval.
   C. Campus visits 2020/2021

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1.   Visit to CCD planned for May 2020 will be postponed due to cancellation of February meeting. May meeting will be held at the CCCS Lowry office as usual.

2.   Discussion about campus visits going forward –

a)   SFAC plans to visit CNCC fall 2020

b)   Future site visits and desired frequency of visits were discussed.

V.   NEW BUSINESS – SFAC Discussions

A.   Call for interest in SFAC leadership positions 2020/2021

1.   Nominations were accepted for Chair, Vice Chair, and Recorder

2.   Voting will occur at April meeting.

B.   Procedures for posting, revising, and distributing minutes were discussed.

1.   Minutes from meeting will be distributed for SFAC member review within 1 week from the meeting.

2.   Proposed that Vice Chair assist Recorder in editing initial official minutes prior to sharing with SFAC via SharePoint. Suggestion to revise to SFAC Bylaws to reflect this change in job duties of Vice Chair was made and changes to the bylaws were made accordingly.

3.   All editing should be completed via Sharepoint by 1 week prior to next meeting so they are ready for review and approval at the meeting.

C.   Ryan Ross (Associate Vice President for Student Affairs and Director of Diversity and Inclusion); Angie Gramse (General Counsel); Joe Garcia – Next meeting guests

D.   SFAC Rural Consortium group (NICHOLAS SWAILS, CNCC SFAC Rep)–

1.   Spearheaded by VP's of Instruction and VP's of Student Services

2.   Group designed to bring the rural school perspective to the system.

3.   Rural Presidents have now also joined this consortium

4.   SSAC has also joined to represent student perspectives

5.   SFAC members of rural schools were invited to represent the faculty perspective

E.   Navigate—concerns, use and effects on enrollment at colleges – Due to time constraints discussion was tabled for a future meeting.

VI.   LANDON PIRIUS – Vice Chancellor for Academic and Student Affairs

A.   Updates:

1.   Faculty Evaluation Process – next meeting of the system committee 3/23. Feedback is being collected from colleges prior to the next meeting.

2.   Sabbaticals: Topic is slated to be discussed with college Presidents at upcoming meeting. Discretion will remain with the individual colleges as to whether sabbatical requests will be granted or not. After discussion, revisions to SP3-65 will be suggested if warranted.

3.   Teaching Excellence Grant – Questions have arisen to determine whether an extension might be given to address competing initiatives that may come from addressing contingency planning related to the COVID-19 outbreak. So that dispersement

of funds can occur in time for funded initiatives to commence with the start of the next academic year, an extension is not likely at this time.

4.   Questions from VC Pirius regarding Coronavirus (COVID-19) Contingency Planning to address potential closures.

        a)   VC Pirius - Question: Is there a % of class completion after which a professor could reasonably assign a grade for a course? SFAC Answers: SP defines eligibility for an 'incomplete' as 75% complete with a passing grade. Make an option for completion target. Not a suitable option for all programs. SFAC follow-up questions: What are the 4-years doing? What are the potential impacts on GT-classes? What are the financial aid implications?

        b)   VC Pirius - Question: If courses are completed online via D2L, what training might be needed? SFAC Answers: Varied – type of course, length of online offering, and potentially whether the course is being offered at a rural or urban college will likely impact support and resources needed.

        c)   VC Pirius – Question: Can CCConline support? Answers: In some cases yes, but because pacing and course expectations often appear to vary so much between CCConline and the colleges' offerings this was not viewed to be the easiest option.

B.   SFAC Question: Is there any effort to add sick leave for adjuncts? Currently adjunct instructors may be docked pay for missing even a single class for any reason. Answer: A general agreement between college Presidents was informally reached that adjuncts will not be docked pay for single absences due to illness, so long as the absences are not extensive.

VII.   Adjourned - 3:03PM