



## MEETING MINUTES

Friday, February 2, 2024

Remote on WebEx

9:00am-3:00pm

### I. SFAC Call to Order

- A. Members Present: Travis Parkhurst, Chair (PCC), Ewan Magie, Vice-Chair (MCC), Ellie Camann, Recorder (RRCC), Erica Henningsen (ACC), Catlyn Keenan (FRCC), Kelly Zepp (CCD), Kelly O'Dell (CCA), Becky Sporrer (OC, morning), Brian Gauck (LCC), Joe Miller (PPSC), Nathan Robinson (NJC), Todd Ward (CNCC), Paul Boone (TSC)

### II. ANGIE GRAMSE, CCCS General Counsel

#### A. BP/SP 2-50 (Shared Governance) Updates

1. After drafts were presented to the Presidents in December, Angie did some more research and brought back revised drafts to the committee for a couple of additional iterations.
2. Latest version is more detailed and broadens the scope beyond faculty due to HLC requirement to provide shared governance to faculty, staff, and students
3. Angie had a good conversation about this with Presidents last week. They provided some additional feedback.
4. Chancellor Garcia has been involved all along in the process and is supportive.
5. Latest version will be presented to the Board on February 14 and (assuming they approve the BP) Chancellor will approve SP the same day. They will go into effect immediately upon approval.
6. Once approved, it will be up to each individual President to determine the specifics of how shared governance will work at their institution.

#### B. BP/SPs 3-20 (Faculty Due Process) Revisions

1. System HR shared their proposed draft with SFAC
2. Concerns about due process being weakened if these revisions are made
3. SFAC would prefer to wait until an Academic Freedom BP & SP is in place before making revisions to Due Process. Currently, the *only* mention of academic freedom in any Board Policy or System Procedure is briefly in BP 3-20.
4. Two CCCS institutions went through the peer review process last year and the people involved provided numerous suggestions for revision because it was a very burdensome process. SFAC requested to see that feedback.



5. In addition to the current board policy being old (it was created in 2002) a lot of what is in the current BP really belongs in related system procedures (SPs), so many of the proposed revisions are for that reason.
6. Recommendation from Angie and the Chancellor was to keep the sentence about academic freedom in these until a separate Academic Freedom BP/SP is developed and then remove it
7. Landon suggested that, given his upcoming departure from his current role, Tina Parscal or Danen Jobe would be good candidates for facilitating a discussion on an Academic Freedom BP & SP.

### III. CHANCELLOR JOE GARCIA, CCCS

#### A. Budget updates

1. Governor did add some more money back to higher ed after pushback, but that still gets us less than halfway to what we need just to cover inflation
2. Governor says remainder of necessary funds should come from tuition, but we don't want to burden students by increasing that
3. Concurrent enrollment continues to grow but doesn't generate nearly as much revenue as our regular classes and we lose many of those students to other institutions after they finish high school

#### B. Searches are underway for Landon's position and a new PCC president; applications are still with search and screen committees; hope to complete process by late March-mid April and have individuals in place ASAP

#### C. Tatiana Hernandez is our newest Board member

#### D. Chancellor is pleased that more of our board members than previously have some prior experience with community college

### IV. DR. LANDON PIRIUS, CCCS Vice Chancellor for Academic & Student Affairs

#### DR. TINA PARSCAL, Interim Associate Vice Chancellor for CCCOnline & Academic Affairs

#### A. Tina Parscal's Interim Role

1. Tina will fill in on a lot of curriculum/programmatic roles until Landon's replacement is in place, including working with SFAC
2. She has been at CCCS for 9 years, the last 4 in Academic Affairs with Landon
3. She was formerly a faculty member and looks forward to collaborating with us
4. Diane Duffy will handle interim executive duties that are currently Landon's



- B. Campus Safety
  - 1. Some schools having rash of issues with theft, unhoused people on campus, disruptions in classrooms, etc.
  - 2. Is there any training that the system could help with?
  - 3. If problems are with non-students/employees, then typically they are charged with trespassing; some sort of Behavioral Intervention team at school should handle it if the issue is with student/staff
  - 4. Turnover in security employees has been high
  - 5. Landon thinks local work on this is most appropriate, with system perhaps providing some foundational resources for the schools to use
  - 6. Would need to have time and appropriate avenue for any training so as not to just add something else to our plates – e.g., on non-teaching professional-development days
- C. Rural Consortium Enrollment Issues
  - 1. SFAC members at rural institutions reported difficulties – they can only see students from their own schools enrolled, so they can't tell if other students are interested in classes and some classes were canceled; now students don't have the classes they need to graduate
  - 2. Plan is for CO@ sectionizer software that does provide this info to eventually be adopted, but currently rural consortium is still using a different software
  - 3. Tina will check on the status/timeline of updating to this better software
  - 4. CO@ is top-down initiative, whereas Rural Consortium initiated directly by VPs at rural schools; system is supporting initiative but not driving it
  - 5. These are synchronous classes, so colleges needed technology to upgrade classrooms; system got \$8.6 million grant from state to get this in place
  - 6. Some discussion of Agriculture faculty collaborating to work on this issue
- D. Update on Consistent Instructor Pay Discussion
  - 1. Consensus among presidents was to leave pay as-is at this time, largely because of the financial impact of standardizing
  - 2. System is encouraging urban colleges to align and rural colleges to align; urban colleges are making some progress toward doing so
- V. TAMMY VERCAUTEREN, Director of the Online Strategic Plan Project, Colorado Online@
  - A. Debrief of CO@ Summit on 12/8



1. Tammy just sent draft of edited goals for CO@ that incorporate some of what was talked about to SFAC/SIAC/OFIAC members; included survey asking for feedback on these to see if they represent what was discussed
  2. CO@ needs representation on some working groups to tackle some of the other issues discussed during the summit
  3. Are there short-term changes that can be made while long-term changes are being worked on?
- B. Course Notes in Banner
1. Incorrect information for spring including old pre-requisites with 3-digit course numbers; referenced CCCOnline and their required materials rather than the correct CO@ materials and common prerequisites
  2. We need accurate info at the time of registration to fulfill HLC requirements, but notes for spring were only partially fixed by start of semester
  3. Some students at some schools were also able to register for a class without having met the prerequisite
  4. Tammy will check on getting this fixed in time for summer/fall registration; there are now two people working on FLAC for CO@ instead of one, which should help
- C. Switching Students to Home College Sections
1. Students are getting put into pooled course when they have a home section of the course available – is there a way to solve that issue?
  2. Schools can do that, but only with student's permission; system can't
  3. Sectionizer does this automatically only for classes that are pooled and same part of term with same materials
- VI. MARK SUPERKA, CCCS Vice Chancellor for Finance & Administration
- A. Why is Average of 25 Students at Census Necessary?
1. Needed for CO@ to be financially viable
  2. Need to cover centralized costs plus costs for the school running class
  3. Ensures that colleges are not hurt from transition away from CCCOnline
  4. Incentivizes wild cards so that schools are willing to teach them
  5. Board asking questions about big differential between tuition for online and on-campus classes; goal is to keep this spread in check or even reduce the gap
  6. Want to be sure we have enough funding for hedges for paying instructors, technology, etc. even if there are issues
  7. Are drop rates so high that expecting a drop from 34 to 25 makes sense? That's a starting point that may change; this semester the average class size was less than the target of 25



- B. Revenue models
  - 1. CCCOnline – 49% to schools vs. 51% to system
  - 2. CO@ -- only 12% goes to CO@ and rest to schools

## VII. SFAC Updates

- A. Search and Screen Committee for Landon’s Replacement (Kelly O’Dell)
  - 1. Moving rapidly; eight candidates out of 30 moving forward w/interviews scheduled Tues/Wed/Thurs next week with recommendations to Joe after that
  - 2. Minimum qualifications were brief – Master’s degree and five years of senior experience (although there wasn’t agreement on what the latter includes)
  - 3. Ten additional preferred qualifications also listed w/no single candidate able to meet all of them
  - 4. A lot of agreement by committee members on who to forward
- B. *Simple Syllabus* Software Committee Update (Todd Ward)
  - 1. Decent software tool but some concern about how much uniformity is appropriate
  - 2. Each school should have an implementation team working on how this will be adopted
- C. Accessibility Tool Software Committee (Kelly Zepp)
  - 1. Two vendors submitted proposals, but one was not acceptable
  - 2. Yuja gave demo of their accessibility tool and are being offered the contract
  - 3. Seems to be a comprehensive product
- D. Board Updates (Catlyn Keenan)
  - 1. Day at the capitol last Wednesday along with students and others including talking to legislators, getting updates on Workforce Development, etc.
  - 2. Official board meetings last an hour; public including faculty can attend and there is always a designated time for public comment
  - 3. Board meets second Wednesday of the month; calendar on website (<https://cccs.edu/about-cccs/state-board/board-meetings/>); Catlyn will share each agenda with the rest of SFAC when she has it

## VIII. CHRISTINA CECIL, CCCS Chief Human Resources Officer

- A. Proposed Revisions to BP/SPs 3-20 (Faculty Due Process)
  - 1. Restructuring to remove what should be in procedure from BP
  - 2. Drafts incorporate faculty feedback from two schools who had peer review; primarily related to timelines
  - 3. SP 3-20b draft – almost entirely moved directly from BP



4. SP 3-20c draft – most of the language is the same as in current BP with some revisions for clarity; reduction in force (RIF) section changed slightly to remove opportunity for peer review at end of process because there isn't an opportunity for that, but did put in a requirement for presidents to describe in writing the reasons for the RIF
  5. SFAC suggested that Shared Governance be incorporated in some of the revised language and that it be practiced by involving faculty in making the revisions
  6. SFAC requested that we work on an Academic Freedom BP/SP before tackling these but Christina said that was not possible; therefore, we'll be working simultaneously on Academic Freedom along with Due Process
  7. Christina said this needs to be reviewed by the Board this fiscal year, ideally by their April meeting although it's possible to be pushed until May
  8. SFAC to get initial feedback on drafts from faculty at all schools before our meeting on March 1 and will share that feedback with Christina then
  9. Faculty working group comprised of some SFAC members will then work with Christina on a revised draft that will go out to all relevant constituents for comments
  10. SFAC suggested that there also be some system-wide faculty forums after the second draft goes out before being finalized; Christina will consider that idea
- B. BP/SP 3-65 (Sabbaticals) – HR making slight changes to fix some language to match PERA, not a full revision
- C. SP 3-31 (Evaluation of Faculty Job Performance) – two paragraphs at the end that look like they are duplicates with just minor changes; Christina will look into this

IX. SFAC Discussion

- A. Workgroup for 3-20 Due Process: Kelly Z, Kelly O, Joe, Erica, Ewan
- B. Academic Freedom BP/SP Workgroup: Travis, Ellie, Catlyn, Becky, Brian, Nathan, Todd, Paul
- C. SFAC Payment Updates
  1. Travel reimbursements for fall meetings have not been received; Travis is looking into this
  2. Officer pay from system goes through HR as MOU rather than through FLAC
- D. Staff Councils
  1. ACC, RRCC and TSC currently have – will send Travis names of current Chairs
  2. Some other schools are planning to start them



E. Faculty Burnout Project

1. Rachel Harrison is willing to chair a working group to focus on this topic, with the end goal of a proposal explaining the issue and making recommendations for leadership to consider adopting
2. Catlyn wrote a first draft of a proposal as a starting point
3. Ewan is willing to be the SFAC representative on this working group
4. A few other faculty with expertise from different schools will also be invited to participate, with a goal of 5 people total
5. System HR has provided us with some additional data on turnover rates
6. Renaming this work the "Faculty Morale and Retention Project"
7. Compensation for those in the workgroup may be possible

X. ADJOURN (3:00pm)