FACULTY COUNCIL MEETING AGENDA (4 March, 2019)

1. Call to Order/Recognition of Invited Guests

2. Approval of February Minutes

3. Additions to the Agenda

Vice President's Report

Faculty Handbook
- Jenna will distribute the 2018-2019 handbook for review prior to your April meeting. Deadline for feedback is April 3rd.
- Instructional Council will also review current handbook.
- We will also ask the 2017-2018 and 2018-2019 new faculty classes to review the current handbook and provide feedback.
- The 2019-2020 will be available for distribution for the new academic year.

BOL Audit
- Ongoing review of the fall student and faculty survey results. No immediate change to current BOL format planned.
- Changes with collections in payment for online studies will begin with the first summer session. The following link (available on the BOL website) provides the updated payment information. https://www.bartonline.org/summer-payment-policy. VP Dean is expecting significant improvement with the College's accounts receivable this fall.
- Substantive reviews begin this month. Todd Mobray is leading the initiative.
- Claudia forwarded an email about changes (updates) with Examity Thursday night, February 28th; training is hosted Monday night, March 4th and Tuesday morning, March 5th

Committees
- The following is an updated list of council members and their respective committee assignments in addition to Faculty Council:
    - ✓ Amanda – STEM, Jack Kilby Science Day, Academics Month and Substantive Interaction
    - ✓ Kara – CCSSE/PACE Comparison Committee (short-term)
    - ✓ Kim – WTCE Essential Skills, Student Evaluation Committee
    - ✓ Gerald – Sustentative Interaction
    - ✓ Gil – OER
    - ✓ Gene – OER
    - ✓ Mike – Executive Leadership
    - ✓ Mark Shipman – Student Authenticity and LICC
    - ✓ Peter – Executive Leadership, Department Chair, Leadership Institute (17-18), Cultural Day, Academic Integrity and Academic Calendar
    - ✓ Mark Bogner – Student Evaluation Committee, WTCE Career Fair Committee and Leadership Institute Selection Committee

Distinguished Instructor Award
- Distinguished instructors will be listed in the Great Bend Commencement program. For those who attend the Great Bend commencement (May 10th), they will be recognized, called forward to the podium for their plaque and a handshake. I will make the presentation; instructors will not provide comment.
- There will be a graduation dinner on Friday, May 10th at 4:45p.m. All distinguished instructors are invited to attend.
- Distinguished instructors from FR and Grandview who choose to not participate in the Great Bend commencement will be recognized at the FR Phi Theta Kappa ceremony on May 22nd.
- Distinguished Instructor awardees due to me by Friday, April 5th. I will also need comments from the nominations to include with my comments at the May 10th commencement.

General Education Project/Degree Credit Reduction (64-60)
- Project needs to be completed and ready for implementation April 1, 2020. The 2020-2021 academic year will have the first impact.
- Parallel project with Concourse, a syllabus management system that interfaces with Canvas. This system will support multiple areas of syllabus development and upkeep including institutional, departmental and instructor.
- The LICC subcommittee is working to identify where general education courses will be placed within the new general education arrangement. This committee anticipates their work complete by April 1st.
- Once the LICC subcommittee is done, the work will shift to the PTP committee.

OER
- The three year timeline for OER implementation has been approved.
- The OER Workgroup is meeting Monday; discussion will include a review of where things are with the project and the developing faculty/student survey.
- A review process will be established to ensure courses utilizing OER meet compliance, licensure and best practice standards including ADA, cyber security, copyright and creative commons. This process will allow the College to brand courses offering OER and will support marketing and awareness messaging. Lee Miller will lead this initiative via her new position.

Academic Integrity
- The Academic Integrity Council (subcommittee) is working on potential revisions to the current integrity procedure.
- Another new integrity situation last week – student sent falsified Barton transcripts to a community college in Texas. The Registrar's Office was contacted by the Texas school and confirmed the transcript was not sent from our institution.
- Brian Howe, Claudia Miller, Lee Miller and Stephanie Joiner are attending the International Conference on Academic Integrity this week; they will determine if the conference is a good fit for Barton and if so, we will plan to send representatives each year.

ADA
- The ADA Committee met last week. The team has divided into subcommittees to address close-captioning videos, document compliance, faculty training and best practices.

Center for Academic Innovation & Excellence
- Initial announcement made via email last month
- Lee Miller will assume new position April 1st.
- Working with Cathie Oshiro to include the Center in the Title III application
- Three initial priorities associated with implementation: (1) development of coordination and processes associated with Academic Integrity, Open Educational Resources and ADA, (2) support for all coursework (online and resident, i.e. face-to-face) and (3) faculty development.
- Request for meeting with Faculty Council to discuss Teaching & Learning Institute

Instruction's Strategic Plan
- Submitted last month; waiting for feedback

Institutional Scholarships
- Email sent 2/19/19
- Request for feedback: *recommendations for innovative methods of utilizing scholarships for recruitment purposes including proposed changes to the departmental and activity award program, high school student markets, high school diploma graduates, CTE scholarship program, etc. Please share your thoughts with me.*

Professional Development
- Professional Development Steering Council has submitted recommended updates to college procedure; the procedure was reviewed at the January President's Staff meeting and will have a final reading at tomorrow (Monday's)President's Staff meeting.
- PD Taskforce supported Employee Appreciation activity last week

Ongoing Projects
- Procedures: Grade Revocation Procedure, Student Maximum Credit Hours and Finals
- Student Evaluations
- Staff Appraisals/Faculty Evaluations – moving towards an automated tool to complete
- Academic Calendar

Reminders:
- Title IX Training – Due March 15th
- Cyber Security Training – Coming up Next

- Faculty Council Charter

Other Upcoming Events & Activities
- VP to KCIA (Topeka) – March 6
- PTK (Topeka) – March 7
- KCCLI (FR) – March 14
- FR Forum – March 21
- Great Bend Graduation – May 10
- FR PTK – May 22
- FR Graduation – May 23
- Fort Leavenworth Graduation – June 12
- Barton's 50th Anniversary – September

4. Old Business

   a. Due Outs
- 2019 – 2022 Faculty Council Strategic Plan
- Faculty Council Charter

   b. Sub-committees Reports
- Academic Integrity
- Substantive Interaction
- Student Authentication.
- OER

   c. Updated Projects List
- Teaching and Learning Institute

   d. 3rd Wednesday Schedule
- 20 Mar (Canvas Update Substantive Interaction)
- 17 Apr (Canvas Update/What did we learn, AY 2018-2019?)

   e. Distinguished Instructor Award
- Nomination Letters
- Suspense to College
- Vote at 1 April Meeting

   f. March Madness Bracketology Challenge

   g. Faculty Council Elections
- Campus Elections completed by 31 March
- Council Elections at the 1 Apr Meeting

5. New Business

   a. Teaching and Learning Institute
   b. Examity Training (4. 5 March)

6. Upcoming Events

   a. Next Meeting: 1 Apr, 6 May
   b. 3rd Wednesday: 20 Mar, 17 Apr

7. Lies, Rumors, Made Up Facts

8. Adjourn