



MEETING MINUTES  
Friday, April 5, 2024  
Remote via WebEx  
9:00am-3:00pm

- I. SFAC Call to Order
  - A. Members Present: Travis Parkhurst, Chair (PCC), Ewan Magie, Vice-Chair (MCC, missed last two hours), Ellie Camann, Recorder (RRCC), Erica Henningsen (ACC, missed last two hours), Catlyn Keenan (FRCC), Kelly Zepp (CCD), Kelly O'Dell (CCA), Becky Sporrer (OC), Joe Miller (PPSC), Nathan Robinson (NJC), Todd Ward (CNCC), Paul Boone (TSC, missed first hour)
  - B. Members Absent: Brian Gauck (LCC)
  
- II. CHANCELLOR JOE GARCIA, CCCS
  - A. Updates
    1. System Strategic Planning – input sessions have begun; each school to be visited
    2. New Vice Chancellor for Student and Academic Affairs
      - a. Dr. Sarah Heath
      - b. Internal candidate who has been involved with CTE side of house, knows System well, and is respected in Capitol
      - c. [Link to Press Release](#)
    3. New President of Pueblo Community College
      - a. Dr. Chato Hazelbaker
      - b. Currently sitting president at Northland Pioneer College in AZ, a Native American-Serving Nontribal Institution
      - c. [Link to Press Release](#)
    4. Budget
      - a. Better than originally anticipated
      - b. Joint Budget Committee (JBC) pushed governor and legislative leadership, resulting in more money for higher education
      - c. CCCS *average* increase of 8.8%; schools will range from about 11% to essentially flat, using our funding formula
      - d. This will be discussed with school presidents next week so they may have conversations on their campuses
  - B. BP/SP 3-20 (Faculty Due Process) Revisions
    1. Chancellor thinks that the changes toward more communication and transparency are good additions to the BP/SP



2. SFAC asked for Chancellor's opinion on Reductions in Force (RIFs) – He is NOT in favor of allowing peer reviews after RIF decision is made; therefore, SFAC will discuss and advocate for ways to strengthen protections prior to presidents making their decision
- III. DR. TINA PARSCAL, Interim Associate Vice Chancellor for CCCOnline & Academic Affairs
- A. Colorado Online @
    1. Diane Duffy took over role of Executive Sponsor of the initiative (from Landon) and will continue in that role for the time being
    2. Next Wednesday's info session will be an update on the four working groups that are focusing on key areas of concern; suggestion that AI be used to provide shareable summaries of working group meeting transcripts
  - B. Academic Freedom BP/SP Committee Composition
    1. Tina will send draft of proposed participants to SFAC via email
    2. Danen is happy to serve in role of coordinating the meetings/facilitating the work, as he did for Shared Governance BP/SP
    3. Hope to have at least one meeting before semester is over, but it will likely take a significant amount of time to complete the work
  - C. *Simple Syllabus* Software
    1. Will be required for all; easy to use and customizable
    2. Each school is working on implementation plan and their own templates; OFIAC is working on this for CO@ pooled classes
    3. Trinidad will pilot this summer
    4. Otero will join the pilot in Fall 2024
    5. All other schools except PPCC will begin using in Spring 2025 (Tina will verify for CO@ pooled classes)
    6. Vendor will be doing the training at each college
    7. Tina will look into requirements for CE instructors and get back to us
  - D. *Yuja Panorama* Software
    1. Accessibility checker; will scan documents in D2L, as well as externally, for accessibility issues
    2. Systemwide license for all users, including staff
    3. Will be testing in next few weeks
    4. PCC will pilot in summer, most everyone else in fall, PPCC in spring 2025
  - E. AI Statements in Syllabi
    1. Currently there is NOT a system-wide policy/procedure/statement



2. Tina is considering hosting a system-wide AI summit, perhaps in the fall, since there have been so many conversations at so many levels on this topic and they are so nuanced; she would like to bring in a facilitator to help us think through this together
3. Until we have something broader at the system level, developing statements locally is appropriate (whether that be school-wide, department-wide, or at instructor level)
4. AI checkers are unreliable and give false positives; Tina would be hesitant to put in a policy saying that these will be used to check
5. Training on the mechanics of how to use it would also be useful at the summit

IV. TAMMY VERCAUTEREN, Director of the Online Strategic Plan Project, Colorado Online

A. OFIAC Updates

1. Mostly have full roster, just a couple of missing representatives
2. Starting to incorporate feedback already received about their draft Charter
3. May need broader conversation about how SFAC, OFIAC, SFCC, SDCs, and other system-wide groups should communicate and relate to each other

B. Working Groups Update

1. Four groups – Section Size, Section Distribution, Course Materials, Roles and Compensation related to Course Development
2. Three of the four groups have had their first meeting, during which they are identifying pain points and prioritizing next steps
3. Summary-level documentation will be posted on SharePoint site

C. College Catalogs and Pooled Classes

1. For a class to be offered at a school, it must be in catalog
2. What ways do we have of expanding offerings? Conversely, how do we make sure that students aren't able to register for a class that is not in the catalog?
3. For now, if there is an issue, let Tammy know; she will work with team on a more-efficient process
4. Schedulers/registrars/SDCs should already be aware of this requirement

V. SFAC Discussion

A. Elections

1. Travis Parkhurst unanimously re-elected as Chair
2. Catlyn Keenan unanimously re-elected as Board Representative
3. Ewan Magie unanimously re-elected as Vice Chair



4. Ellie Camann unanimously re-elected as Recorder
- B. Revisions to BP 2-30 (State Faculty Advisory Council)
  1. Reviewed draft changes Angie is proposing
  2. Recommend including statement about existence of by-laws that explain the details of how we operate
  3. Suggest including recommendation that representatives be non-provisional faculty whenever possible
  4. Discussion about whether compensation for SFAC members and officers should also be included since it spells out compensation for Board representative and travel reimbursement
  5. Suggest Shared Governance statement in this BP be expanded to include fact that SFAC in its entirety (not just the Board rep) interface with Chancellor and other System representatives
  6. Out-of-date reference to System President instead of System Chancellor
  7. SFAC by-laws to be reviewed for potential revisions in May, including to ensure correlation with revised BP
- C. Revisions to BP/SP 3-20 (Faculty Due Process)
  1. Service Credits Related To Consideration for a Reduction in Force (RIF)
    - a. What happens when someone moves from one department to another, or from one school to another? Should employees moving in with more prior service credit have the advantage (be more likely to keep their job), or not?
    - b. If move is involuntary, then it makes sense for all credits to transfer/"count"
    - c. Debate about what would be most appropriate when the move is voluntary
    - d. Suggest that it be clarified that if a faculty member is told they either need to change positions or lose their job, that would be considered involuntary
  2. Due Process for RIF Decisions
    - a. How can we strengthen the process upfront before decision is made?
    - b. SFAC agreed it needs to be more prescriptive, precise, and include more eyes in the process
    - c. Suggest SP include specific procedures or checklist to be followed
    - d. Suggest clarification on what is meant by feedback
    - e. Recommend mirroring relevant language from the Shared Governance BP/SP
    - f. Recommend some sort of grievance process before the decision is made

VI. ADJOURN (3:00pm)