MEETING MINUTES
Friday, September 3, 2021
WebEx
9:00am-3:00 pm

I. **SFAC Attendance & Introductions**
   A. Attendance
      1. Members Present: Deidre Schoolcraft (PPCC) Chair, Travis Parkhurst (PCC) Vice Chair, Ewan Magie (MCC), Jenai Rutledge (ACC) Recorder, Kelly O'Dell (CCA), Debbie Stump (NJC), Andy DeRoche (FRCC), Rhonda Schoenecker (TSJC), Jay McLaughlin (CNCC), Becky Sporer (OJC), Ellie Camann (RRCC), Joe Shields (LCC)
      2. Absent: Shirley Smith (CCD)
   B. Introduction of SFAC members - Welcome new members: Debbie Stump, Jay McLaughlin, Ewan Magie, Ellie Camann!

II. **DR. LANDON PIRIUS – Vice Chancellor for Academic and Student Affair**
   A. COVID talk
      a. College reports about first weeks of school; communication, concerns, & current policies (SFAC Representatives)
      b. System responses/considerations related to current COVID environment and data. Also addressed sick leave policies (it is NOT the expectation of the system office that instructors will teach remotely when they are sick).
      c. Discussed how enrollment influences budget and other funding sources.
   B. Instructor council is working on an instructor pay-increase proposal - collected data from other systems in the U.S. to compare instructor pay - CCCS instructors rank low in terms of pay nation-wide.
   C. Faculty Sabbatical Board Policy Update -
      a. BP has been approved by the board. Faculty are now eligible to be offered sabbaticals. Opportunities for faculty are determined by colleges dependent on college-determined costs/benefits.
      b. Requires 6-month advanced approval minimum.
      c. Possible plan under consideration to develop a system 'pool' to pay for sabbaticals to allow rural and small institutions to support sabbaticals.
   D. Campus visits
      a. Dr. Pirius will be visiting the colleges
      b. Visits include meeting with administration, class visits, and student and faculty conversations/scheduled discussions.
      c. Visit schedule will be shared with SFAC
   E. Teaching Excellence Grants & Evaluation Committee SFAC Volunteers
      a. September 17 deadline for submissions
      b. Volunteers to review grant applications from SFAC: Ewan Magie, Jay McLaughlin, Andy DeRoche, Joe Shields
   F. Colorado Online Updates

a. Foundational work continued over the summer
   i. Student experience analyzed - examined current process and identified areas for improvement
   ii. Hired 2 new temporary employees to manage the project: Tammy Vercauteren & Chin Ya Russel
   iii. Instructor/Faculty advisory council was formed - includes 1 faculty and 1 instructor from each college in the system
b. 5 subcommittees are being built this fall (will include CCCOnline employees, faculty, and students)
   i. Academic affairs
   ii. Student support services
   iii. Technology
   iv. Learning design
   v. Learning resources
c. Procedure for making decisions - project team, steering team,
   i. Subcommittees - not decision-making teams - recommendations only
   ii. Project team (Tammy leads, Landon is exec. Sponsor) - makes decisions about tactical items
   iii. Steering team (Chancellor and college Presidents led)
      1. Budgetary decisions
      2. Staffing considerations, etc.
d. Instructional Design Philosophy
   i. Current design is 'plug-and-play' - few instructor choices, assessments and assignments are already set
   ii. New design will have a common organization/framework to the course environment. Instructor choice will be allowed. There will be the option for instructor-developed courses, but a "ready-to-teach" option will be available.
e. Single Instance Sign-ons
   i. Currently there are 14 instances in D2L/LMS sign-on
   ii. Moving to a single instance to allow for a more streamlined student experience (and instructor experience for those teaching at more than one college). This will be customizable by colleges - but there will be a shared/single dashboard for students to access their course resources.
f. Timeline - current anticipated timeline for full implementation is December 2023.
   i. Piloting courses within single disciplines target for Fall 2022 - will involve movement of courses within these disciplines out of CCCOnline to the Colorado Online format.
   ii. Proposed disciplines for piloting (not finalized) - final recommendations will come from the academic subcommittee:
      1. Early Childhood Education,
      2. Modern Foreign Languages,

3. Communications
g. Common Pre-req's
i. SP3-31 indicates currently that common pre-req's are not required
ii. Colorado Online will make it necessary for common pre-req's
iii. Discussion about how some of those decisions/conversations may happen at 2:2 Meeting at the end of September

III. **CHANCELLOR JOE GARCIA, CCCS**
A. President Biden's America Promise Plan - free Community College Plan (proposed)
B. COVID policies & Concerns - discussed how system and college-level decisions about mask and vaccination mandates are being made.
C. System-focused initiative to recruit adult-learners to colleges
1. Instruction delivery modality and scheduling influences this
2. Market-place demands for credentials and training - offering strategic coursework that has immediate value in the workplace.
3. Marketing initiatives - awareness ads will be going out through Comcast. Individual colleges are also being encouraged to market to adult learners.

IV. **SFAC Business/Discussion**
A. Minutes approval process
1. Draft of minutes posted on Sharepoint site
2. Review and revise minutes prior to next meeting on e-document with track changes
B. Other updates/issues
1. ESL/International students, who are often student athletes, are not being well-supported and do not appear to be well-prepared.
a) Academic standards for student athletes appear to be lower than for non-athletes
b) Need more support or need to have clearer academic standards for athlete recruitment and/or retention.
c) SFAC discussed strategies to address concerns through collaboration with college and system resource offices.
C. SFAC Stipend Reminder for Presidents (minimum $2000 annually as per By-laws)
D. WebEx Meetings - SFAC will keep meetings virtual until it is safe to have face-to-face meetings - will revisit in the spring.
E. Action needed regarding COVID communication to Board for Fall 2021 - SFAC agreed to submit a statement encouraging clear communication and opportunity for faculty/students to provide input in decision making regarding policy development and implementation.
F. SFAC Goals planning for AY-2022

V. **Adjourn at 2:35PM**