Meeting Minutes

# **FACTC Meeting: October 19-20, 2023**

Walla Walla Community College and via Zoom

Water and Environmental Center (WEC Building R) Rooms 2023/2024

## Attending:

Lauren Schaefer, Netty Hull, Jackie Franklin, Janel Cope, Andi Zamora, Jennifer Vaughn, Patricia Atkinson, Rick Geist, Theresa Calip, Elizabeth Harazim, Jim Drinkwine, Rob Vogel, Amanda Schaefer, Crystal Hess, Guava Jordan (SBCTC Liaison), Sangeeta Sangha, Anne Brackett

## Welcome

### *New representatives:*

* Netty Hull, Yakima Valley College
* Jackie Franklin, Spokane Falls Community College
* Theresa Calip, Big Bend Community College
* Jenel Cope, Grays Harbor College
* Soraya Cardenas, Cascadia (in absentia)

## Shared Governance

Shared governance, participatory governance, faculty senate, instructional council, etc. are some of the many channels each campus uses for faculty participation in decision making. An initial review of various colleges’ structures reveals things are complex, unique to each campus, and have varying degrees of effectiveness. FACTC will continue the discussion at our winter meeting. Here’s a brief overview of what we’ve learned so far:

### *Each college is different…*

* Shoreline CC and EvCC both have a faculty senate, union, and instructional council. EvCC also has a shared governance structure through the Campus Council which is advisory to the president and the BOT.
* SFCC has participatory governance and no campus senate.
* RTC has 5 councils: started this year. Everyone has to be on one of them. It’s believed this is a product of accreditation. The councils are: Learning council, resource and planning, DEI council, facilities, technology, general information council
* WWCC has a senate, with a union rep. Senate president is the only faculty who sits on college council. Things move from there to executive leadership team, who makes the final decisions.
* Cascadia has a faculty council which is used primarily for administrative information sharing. How to move to shared governance is something the faculty are discussing. VPs and deans participate. There is release time for the chair.

### *There are many questions…*

* Where do curriculum conversations happen?
	+ Instruction council but sometimes senate (Shoreline).
	+ Instructional Council, EvCC
	+ Green River: only has instructional council, no senate. A recommending body to the VPI.
	+ HIghline: faculty senate, rep from every division, executive council meets twice a month and the entire senate meets in the opposite weeks. advisory body to president/BOT about college wide curricular matters. Also has a curriculum approval committee and an Instruction cabinet which has VPI, chairs, deans.
	+ Cascadia has a student learning council which approves curriculum decisions originating in departments and divisions. The SLC is composed of faculty from each division.
	+ Clark:
		- Clark Instructional Planning Team (IPT) and Curriculum Committee (CC), plus faculty senate with a shared governance model.
		- Our IPT oversees academic programs (+/-/changes). Recommends academic policy, new porgram approval and changes or deletions of current programs to the VPI.
		- CC voting members consist of two members from each unit, two ASCC, two members-at-large, the VPI, ICRC Rep and the Registrar. The CC reviews and approves course offerings, new courses, changes and deletions on consideration of content, credits, rigor, effect of changes on students, programs and college resources.
	+ Whatcom: instructional council sets policy, contract administration committee interprets the contract language which may be vague, both have strong faculty participation, tend to be co-chaired by faculty and admin.
* VP-I participation in FS?
* Chair release time?
* Do your divisions actually run elections at the start of the year?
* Are people getting enough council representatives?
* Reps having unlimited terms - Thoughts?
* Are minutes of FSC public at your institution?
* Does your institution make any policies solely purview of FSC? If so, what does that mean at your institution?

##

## SBCTC Update, Deputy Director of Education Joyce Hammer

### *WACTC voted to move forward with a RFP (request for proposals) for one common statewide student success software.*

* 1. The process to select the final choice is similar to that engaged in when Canvas was chosen
	2. Possibly completed by spring
	3. Colleges with current software in place (Starfish, Civitas, etc.) would choose whether to continue with their current option or move to the common choice if it is different from what they use.

### *Legislative session*

* 1. Small legislative sessions so not a big ask. [OER, CS degree](https://www.sbctc.edu/resources/documents/colleges-staff/programs-services/legislative-outreach/2024/2024-operating-request.pdf) and [capital projects.](https://www.sbctc.edu/resources/documents/colleges-staff/programs-services/legislative-outreach/2024/2024-capital-request.pdf)
	2. Decisions about what to ask for are made in the spring, deliberated on by the presidents.
		1. Salary parity between us and K-12 is one issue. Consider working with state union leadership.
		2. Workforce will be back on the table for us as well. “Show me the value of going to college and how it can be done quickly”. Incremental credentials which allow degree attainment quickly.

### *ctcLink*

* 1. Business processes are a focal point. Colleges with processes built on the old system may have developed and implemented new processes with ctcLink or may have squeezed old approaches into ctcLink. A consultant is being brought in to help colleges adopt common, efficient processes.
	2. Is there a way to determine if an issue is truly a ctcLink issue vs. a college choice? Answer: ask your college ctcLink folks.

### *FACTC is independent of the state governance structure. Is there an interest in moving FACTC to a council under Instruction commission?*

* 1. Benefits?
		1. It may put pressure on presidents to support FACTC rep.
		2. Direct line to instruction commission if FACTC is interested in promoting policy changes.
		3. Chairs of all councils attend the first day of each IC meeting, which is alignment with our mission of keeping faculty informed of state level issues.
	2. Concerns
		1. FACTC’s independence allows a freedom to choose when to engage the structure and when to focus on topics of faculty interest vs. the system’s.
		2. We might not be in agreement with the SBCTC or IC’s position on some topics. How would that work?
	3. Other items
		1. This would require approval by the presidents’ group to create a new council.
		2. By-laws changes for FACTC to reflect new role
		3. A FACTC rep would need to commit to attending IC meetings.

## Planning for 2023-2024

### *Legislative Advocacy*

* Explore how to get involved in lobby days
* Individual reps reach out to local legislators in their districts
* **Create priority talking points which everyone shares**
* Learn about upcoming legislation
* Work with Arlen, AFT, WEA, and presidents to coordinate messaging
* Resources
	+ https://leg.wa.gov/SENATE/COMMITTEES/Pages/WeeklyMeetingSchedule.aspx
	+ https://app.leg.wa.gov/committeeschedules/
	+ https://leg.wa.gov/Senate/Committees/HEWD/Pages/MembersStaff.aspx
	+ https://leg.wa.gov/House/Committees/ED/Pages/MembersStaff.aspx
	+ https://leg.wa.gov/legislature/Pages/Calendar.aspx

### *Events*

FACTC unanimously approved working with Guava Jordan to sponsor a reception at the Assessment of Teaching and Learning Conference, May 2-3. A budget of up to $5000 was approved.

### *Budget*

The budget approved unanimously for the 2023-24 year is as follows:

* Website: $200
* Officer stipends: $500 per president and communications. $300 per other office = $1900
* ATL reception: Guava will let us know up to $5000, to adjust as needed.
* Meeting snacks at $70 per meeting for winter and spring
* Total = $7300

### *Meetings*

A workgroup met to determine discussion priorities for winter and spring FACTC meetings. The winter meeting will be located in Olympia at the SBCTC offices. Date to be determined; preferred options are Feb 8-9 or Jan 25-26 dependent on SBCTC availability

* Faculty burnout:
	+ Growth of faculty job duties not related to instruction
	+ What is rate of growth of management level jobs?
	+ Ratio of students to faculty due to increased student needs.
	+ Shared Governance: What are the requirements in the contract at different colleges? Service work, promotion, etc.
	+ More expectations, larger workload is leading to feelings of exploitation.

Steps:

* FACTC as a council in Instruction Commission
* Newsletter to keep faculty connected & informed
* Draft some best practices around shared governance practices (and/or define “shared/participatory governance” and identify key principles)
* Brainstorm ideas about how to manage the administrative task bloat (assessment, reporting, etc.)
* Statewide professional development:
	+ ATL conference scheduled for May 2 and 3 in Yakima
	+ Training on AI
	+ ctcLink Training
	+ Equitable Teaching
	+ Multiple Modality best practices – when to use which modality (asynch., hyflex, etc) and best practices for each
* AI: faculty are talking, are administrators? Burden of proof for submitting an academic dishonesty report: what does it look like to report someone in this new era? General guidance for using it in different disciplines. Is it an academic freedom issue? Some individual colleges are very active in this topic. Sharing policies?
	+ Detection tools?
	+ Redesign assessment?

## Elections

While elections are commonly held in the spring, a move out of state by our recent communications officer and a desire to update our bylaws to address financial matters led to the following elections at the meeting:

* Lauran Schaefer was elected unanimously as the new Communications Officer.
* Sangeeta Sangha was elected unanimously as the new Vice President
* Rick Geist was elected unanimously as the new Treasurer
	+ As treasurer Rick Geist is granted access to all FACTC financial records and accounts at BECU
	+ Rick has requested that dues be sent to the following address:

Rick Geist

Renton Technical College

3000 NE 4th St

Renton, WA 98056

## SBCTC Tableau Dashboards

Travis Dulany, Associate Director of Policy Research, gave a brief overview of Tableau dashboards available to faculty on the [SBCTC Public Data](https://www.sbctc.edu/colleges-staff/research/data-public/) webpage. He noted that the faculty and staff data dashboard is being updated in light of ctcLink changes.