

Members in Attendance

Roger Peffer
Jana Parson
Leonard Bates
Doug Zander

Faculty, Staff and Guests in Attendance

Michael Shell
Kate Peterson
Thomas Oakberg
Russell Motschenbacher
Leanne Frost
Kris Sher
Kerry Dolan
Joel Simms
Heather Palermo
Larry Vaccaro
Darryl Stevens
Dena Wagner-Fossen
Mary Kay Bonilla
Mike Walker
Scott Thompson

I. Call to Order

Jana Parson calls meeting to order

II. Approval of Minutes

a. 12-13-2019 & 1-24-2020 both approved

III. Action Items

IV. Vote

V. Discussion Items

a. **FS-D-2020-0214-01 – Darryl Stevens – Suggested policy for on-campus responsibilities for full-time faculty members who are teaching only online**

- Looking for clarity with teaching online and office hours for on campus faculty
- Expectations for being on campus with online classes
- Equal and fair across divisions and faculty
- Review the faculty handbook to make the office hours section more clear while address the technological advances for student interactions and the 8 week block structure and have them meet expectations.
- The faculty handbook was created summer of 2019 when it was discovered it was lacking and was reviewed by union and faculty
- The plan moving forward is to review it during the summer by Division Directors (Joel, Russ, and Leanne) with a union and HR review to be ready for the orientation in the fall.

- No decisions will be made today but will have Mary Kay and Thomas involved in the process to ensure that Collective Bargaining Agreement is taken into consideration.
- Expectations for availability for the instructor to the students especially for online classes and technology updates.
- Mary Kay, Thomas, Darryl, Leanne, Russ and Kris will create a work group to come up with the improved verbiage for the handbook for fall semester with Darryl serving as the chair of the group.

b. FS-I-2020-214-01 – Larry Vaccaro – IAPRC committee report

- Dental Hygiene AAS (Continue with Expectation of Sustained Performance) strong numbers as number 2 amongst the programs
- Dental Assistant CAS (Continue with Modification)
- CIT Micro-Computer AAS (Continue with Modification)
- CIT Network Support and Security AAS (Continue with Modification)
- Computer Programming AAS (Continue with expectation of Sustained Performance) so new there was no reviewable data
- Industrial Technician CAS (Continue with Modification)
- Industrial Technician AAS (Discontinue)
- Renewable Energy Technician AAS (Continue with Modification)
- Approved by ET and briefed to CPBAC

c. FS-I-2020-214-02 – Jana Parsons – Follow-up on syllabus template workgroup

- Annual review
- The work group worked with Mary Kay, Division Directors, and faculty to look at the document to be more streamlined
- Agreed on a schedule a release date
- Improve accessibility
- Make a more functional and useful document, and a better experience for students and faculty

VI. Comment on Non-Agenda Items

- a. Changing the format of meeting minutes to make them more streamlined and concise with an audio recording of the meeting stored in the shared folder.**

VII. Adjourn

Meeting adjourns at 10:48 am