Academic Leadership Team Agenda
June 13, 2023
1:00-3:00 p.m.

I. Call to Order

II. Approval of the May 9, 2023 Minutes

III. Kudos, Celebrations, and Sharing of Information

IV. Academic Dishonesty Procedures

V. ACUE

VI. ALT Retreat

VII. Other Business

VIII. Adjournment

- Important Dates:
  - June 22nd – Mental Health First Aid Training
  - August 10th – Convocation & DCP/Adjunct Orientation
  - October 5th – Pathways to Success Expo (Shawnee Experience; 11th and 12th graders)
  - February 22, 2024 – CTE Day (9th and 10th graders)

Academic Leadership Team Minutes
June 13, 2023
1:00-3:00 p.m.

Call to Order

a. 1:08 p.m. by Dr. Darci Cather

Approval of the Minutes

b. 1st – Dr. Kristin Shelby
c. 2nd – Dr. Kristy Stephenson
d. All approved motion carried

Kudos, Celebrations, and Sharing of Information

e. Lori Armstrong gives Kudos to Sheryl Ribbing and Krista Aud for cleaning and organizing the Anatomy lab.
f. Ginger Harner to Jessica Edwards for her performance during 2023 Commencement.
g. Anatomage and VR have given new educational opportunities. Lori and Mandy Hannan are attending an Anatomage Conference to earn more opportunities.
h. Perkins has been conditionally approved. Dr. Stephenson will be lead of the Perkins grant in the new fiscal year. She will utilize Jessica to help with purchasing, tracking, and the Lending Library Perkins offers.
i. Dr. Stephenson and Dr. Shelby have worked on updating the Lending Library and noted welding kits are now available.
j. Dr. Cather noted SCC was approved for the ICCB Trades Grant in the amount of $400,000 focusing on welding. The funds will provide welders, simulators for welding, among other supplies. It is hopeful the grant agreement will be ready by July1 for FY24.
k. Ginger mentioned the refreshed labs
l. Christina Wright received recognition for all of grant work.
m. Dr. Stephenson noted we made the short list for additional funding from Senator Duckworth.
n. Lori reapplied for grant funds for a flipped teaching model for the classrooms.
o. Welcomed Wendy Harris to the Academic Leadership Team as the new Chair for the CTE Division.

Academic Dishonesty Process

Anticipating upper level guidance for AI generated content in the fall. Dr. Cather proposed changes in the current policy, as underlined in the attached. We need to assume that students are already using AI. Dr. Stephenson read an article from a Legal Journal that AI was not considered plagiarism. Legally, under current plagiarism policies, AI does not fall under plagiarism policies. We need to teach students how to use AI properly, yet at the same time, teach students to be creative. Dr. Cather shared different forms of AI, and there are some good platforms for everyone to use. The new policy needs to be approved by the July 2023 meeting so that Dr. Price can provide the policy in the Student Handbook. Also, the Humanities instructors were concerned about AI and policies regarding its use. Dr. Cather wants to be able to address them as well. Lori Armstrong would like to address this policy during convocation if possible. Dr. Stephenson made some suggestions where and how we could address AI in current policy provided. There was discussion among the team regarding the number of offenses, how are we tracking, and could we track in the student records. This could be reported during Retention Alerts. Also, Wendy pointed out that certain academic programs that involve licenses and certifications have to follow the license and certification guidelines addressing plagiarism and/or cheating.

Not only is the number of offenses an issue, but what would be the overall timeframe for the offenses - semester, entire educational career at SCC, etc? Dr. Cather believes that it should be the duration of their education at SCC.

Dr. Stephenson mentioned adding on to item three on the policy and adding a bullet point to address AI specifically. Dr. Cather requested her to send the recommendations and thoughts for review.

ACUE Training

Dr. Cather had sent material on the ACUE training and requested thoughts and opinions on the material. Dr. Shelby and Wendy thought the content seemed good. Wendy felt the program seemed to be focused to help instructors without an educational background. Dr Cather confirmed it was for everyone and to be completed as in a cohort model. Lori felt it had components for every level instructor. Dr. Cather agreed and stated that it needs to be a community building experience to learn from each other. Wendy inquired about if this was something we would be doing

together. Dr. Cather addressed it would be something that is done together and leaning towards an institutional partnership. SCC would be sending 33 people through ACUE, to include the expanding OTA and adjunct. This cohort would start in the fall and conclude in May. The module will cost $30,000 or more, currently we have a grant to fund this. It will do everyone at once and each person will get a certificate at the end. Upon completion, with the help of the grant funds, we will be able to give those who complete this module a $1,500 stipend. The work can be done online asynchronously. We would have to designate someone to take lead and work with faculty for completion. The goal is for everyone to complete ACUE because studies show with all faculty completed results are significantly high.
Wendy wanted to know if ACUE is open to upload your own information. The program is prepackaged. We can create a Google Drive to share information. As we go through this first round, we can work through any issues. If we still like it, we will work for another round of completion and grant to fund that round as well.

ALT Retreat

Dr. Cather wants to have an ALT Retreat at the end of July. This retreat would be used for curriculum mapping, planning for Fall 2023, new items, and to work with the new chairs. This retreat will be held off campus. The retreat will take place July 26, place to TBA.

Other Business

ALT Structural Changes

This team is an operational team responsible for Academic Affairs strategic plan initiatives being accomplished and moving toward goals. The scope of the team has not changed. However, team membership is changing at the start of July 2023. This team will now consist of VPAA, Deans, Chairs, and direct reports to VPAA and chairs.

Organizational Changes

Lydia's area and HCCTP is moving under Kristy. It was noted that the Coordinator of HCCTP is still open and needs filled immediately. CPR, currently overseen by Lora Clark, will be moved under Dean Hannan. Economics, Education and Social Work will be

moved to the Humanities/Social Work Division due to ICCB and CIPS. We are in need of a Curriculum Development Manager to oversee curriculum mapping as programs are being developed.
Dr. Cather asked for opinions regarding the WIDS program. WIDS is a competency mapping program able to upload new standards as needed, to store standards and information regarding mapping. WIDS is able to work with Colleague, but not weave. WIDS will be able to help give welding a framework as it is getting a complete overhaul.
CTE focused assessments. HLC looked heavily at assessments. We recognize we have not met all the recommendations. WIDS will be able to help us track and meet those recommendations. Dr. Shelby noted HLC will continue to use our history for continued follow-up and recommendations. Dr. Taylor's goal is to transition to an Open-Pathway. Dr. Shelby noted the assessments and research will begin this fall for the upcoming HLC visit. Dr. Cather noted we need to start working through the loops at the beginning of every year to close them with data and information collected.
In 2024, the ICCB will initiate their five year visit. We will need to streamline evidence and reporting by starting clean-up and creating processes regarding items we need to strengthen.
A recommendation for Russ' old position should be taken to the June 2023 Board of Trustees meeting. Dr. Cather would like to take the Curriculum Management, Coordinator of HCCTP, and Math Instructors to the July 2023 Board of Trustees meeting.

Adjournment

1st - Lori Armstrong
2nd - Kristin Shelby