

**Faculty Caucus Meeting Minutes**

Meeting Date: August 22, 2023

Time: 2:30 PM

Location: WH 225 (in person) and TEAMS (virtual)

**In Person attendance:** A. Miller, M. Barlett, C. Miller, S. Crocker, A. Fried, E. Brindisi, E. Bush, Micheal Kuczynski, C. Ehrlich, R. Huyck, J. Ireland, R. Wittenberg, S. McCall, B. Shaw, M. Faitell, S. Dar, D. Sonne**Virtual attendance:** M. Cameron, D. Stevens, A. Lewis, C. Van Namee, L. Williams, R. Santos**Meeting Guests (all in person):** Jake Mihevc, Rich Craft and Jim Suriano**Meeting called to order at 2:34 PM**

1. Reviewed agenda
2. **Approval of May 2023 minutes:** C. Miller moved to approve, R. Wittenberg, seconded. Passed unanimously with modification.
  - I. May Minutes modification: DEI section – second sentence, changed made to include the word “teach”
3. **Moment of silence for Michael Higgins and John Swistak** – A few faculty members spoke of their memories of working with Micheal and John.
4. **Chair Report:** S. Dar reviewed slides that were shared at the welcoming meeting on 8/21/23. S. Dar announced that she doesn't have much to report as it is early in the semester and wasn't able to meet with some of the admin.
5. **Welcome back activity:** Introduce yourself and share something exciting you did over the summer – went around the room and then had the people joining online share.
6. **DEI: Jake Mihevc, Dean of STEM Transfer – present on DEI topic – Equity in artificial intelligence** - Presentation slides are included in the meeting folder on Teams. (Titled “Algorithmic Accountability”) and can also be found [here](#). The presentation includes resources [on the slide entitled “Where to start”] including specific individuals, learn more about Algorithmic Accountability. Jake encourages faculty to explore the resources provided.

*Question/Discussion:* Question on fracture example – do hospitals have to inform patients that AI was involved in the diagnosis? Jake: [paraphrased] Not currently.

*Question/Discussion:* Is AI like the Wild West? Jake: Fed Gov't passed one piece of legislation in 1990s. Currently they are advocating for more rules/regulations

*Question/Discussion:* Utica used to have the gunshot detector referenced in slides

*Question/Discussion:* Does AI report confidence intervals? Jake: Watson did, currently, no. You only get best guess.

7. **New/Old Business:** Discussion and updates about First Day Complete (Academic Advantage Pack- AAP) with Rich Craft and Jim Suriano

[Note from Faculty Caucus Secretary on discussion below – notes ONLY from this portion of the discussion were sent to Jim and Rich to review to ensure that there were not errors or misrepresentations in the information being provided. Wording in **RED** was what was added/commented by Jim.

Question/Comments - Faculty; *Response* - Rich and/or Jim

Rich reviewed what Academic Advantage Pack is and how it should work. Have around 1000 orders so far. School doesn't get invoiced until after census date. Cost is \$24/credit hour.

Question/Comment: Students are having trouble locating link to opt out – suggestion, need to make link MUCH more accessible. *Response:* They have already reached out to marketing asking for the link to be on the Academic Advantage Page, Marketing has emailed out a link to all the students. **Marketing has made the following changes - I added information about the opt-out process with the opt-out link at the top of the AAP page, added a tile to the Current Students page leading to the AAP page, and changed the "Bookstore" link on current students so that it directs to mvcc.edu/bookstore, which has prominent information about AAP and a link back to the AAP page. I have requested that the original email be sent to all full and part-time faculty. In the meantime, the opt out link is:**  
<https://sso.bncollege.com/bes-sp/besso/saml/mvccedu/fdcopt/logon>  
**The college landing page for Academic Advantage is:**  
<https://mvcc.edu/pack>

Question/Comment: Issues with instant access: *Response:* Students got book with code instead of instance access, this will be fixed in the Spring. Offered support to change for the rest of the students who have not picked up the books. *Response:* Will leave for now.

Question/Comment: If we are using something that is integrated into Brightspace and opt out, how do they get access? *Response:* Students can by individual codes from bookshop or publisher

Question/Comment: Can we get confirmation that the inclusive access codes have been ordered? *Response:* Yes

Question/Comment: Can students access links in Brightspace if they optout. *Response:* Yes, students can still access link to homework through Brightspace once they purchase the code

Question/Comment: If students opt out, they could be charged a different amount for materials. *Response:* it's possible – **I think we should clarify this – by opting in a student who pays \$24 a credit hour and receives all required text and workbooks that are listed as required (kits and other supplies are not included). A student who opts out and**

wishes to purchase through the bookstore will pay based on the type of book they purchase (new or used, rental or owned, digital or printed)

Question/Comment: When is the deadline to opt out? Can they get refunded if they opt out before the deadline? *Response:* Deadline is census drop date. Students can get refunded if they opt out before then (they will have to return books to bookstore) – **September 15th**

Question/Comment: Is there any way that students could be provided with a side-by-side cost analysis prior to making their decision to opt out? *Response:* Students will have to search for the prices individually

Question/Comment: Will students have all their materials on day one? *Response:* Students could pick up/shipments were sent out as early as July 31<sup>st</sup>.

Question/Comment: Can a course with a very low textbook cost be excluded from the credit hours total for a student who is not opting out? *Response:* No.

Question/Comment: Some books are rentals in the AAP. If they want to keep the book, what will they be charged? *Response:* they will get the option to buy about 3 weeks before the end of the semester. Prices will depend on demand for next semester. Students are able to mark up (highlight, write in) rental books, even if they don't plan on buying, as long as they don't make it unusable for the next student.

Question/Comment: Do students have the option at beginning of semester to just buy instead of rent? *Response:* Not at this time. May be in the future. – **students who remain opted into the program currently may only rent textbooks at the beginning of the semester**

Question/Comment: How do students know what is rental/not rental. *Response:* *In the order summer/ email. On physical books it is noted.*

Question/Comment: *How do students know if they have opted out?* *Response:* *will look to get a list - Students who have opted out get a confirmation email saying that they have opted out and within 24-48 hours the "book bundle" charge will be removed from their college invoice.*

Question/Comment Where to send students with technical questions? *Response:* *They can come to the bookstore (Staffing is expected to be better this fall.) or email: [bookstore@mvcc.edu](mailto:bookstore@mvcc.edu)*

*Other responses to various questions:*

*For opting out: Chrome and Firefox work fine. Internet Explorer (IE) is NOT supported. Edge should work. Safari is hit or miss. Need to make sure that that you are logged in as a student with student email.*

*Online orders generally go out the next day after order. Shipping is ground, but if student is in NY, they should get it the next day.*

*If items are not required for a course, they will come up as an option for the student to choose to add to cart – **yes when a student views their classes on the B&N site they see all required and recommended materials***

*Loose-leaf print versions of eText are available from bookstore and publishers if students want a physical copy of an email for almost all texts (all majors, some small may not)  
[End of notes shared with Rich and Jim; additionally, there was a lot of back and forth discussion so some questions may have been missed]*

*Jim and Rich thanked the Faculty for taking the time to speak with them to clear up questions*

*Contact them with and questions: [bookstore@mvcc.edu](mailto:bookstore@mvcc.edu) (the assured the faculty that this email is being actively monitored); Rich: [rcraft@mvcc.edu](mailto:rcraft@mvcc.edu); Jim: [jsuriano@mvcc.edu](mailto:jsuriano@mvcc.edu)*

*Comment/Question: Faculty Requested a copy of the email from that students got with the information that. Response: Alan from marketing sent the email*

Jim – request to come back to our next meeting to receive Faculty feedback on how the Academic Advantage Pack is playing out for our students. Will want to hear what we think/what we see.

**8. Open Forum:**

- I. SUNY is asking for input on the questions below. Please share your responses and any other thoughts about printing on campus with A. Radlowski ([aradlowski@mvcc.edu](mailto:aradlowski@mvcc.edu)) **ASAP**. She is the contact for this dialogue.
  - I. How are faculty using copiers on campus?
  - II. What are the frustrations?
  - III. What are the needs?
- II. Discussion about talking about contact hours versus credit hours for the Academic Advantage Pack. Someone was told that students are only paying for credit hours, but we want to make sure that is what the students are seeing this. Faculty may want to announce in class how the system works and encourage students to check that they are getting charged appropriately (credit hours x \$24).

**9. Adjournment:** Motion R. Wittenberg, A. Miller seconded. Unanimously approved.

Next meeting: Sept 19<sup>th</sup>, 2023 – Virtual only (on Teams)

Secretary: D. Sonne