

Faculty Equivalency Meeting

10/12/2018

Minutes

Present: Mike Henry, Shelly Kaldunski, Nicole Frantz, April Chapman, Tracy Ruelle, Sarah Hopkins

Absent: Sarah Whyllly, Maria Padilla,

Alternates also not present: Jon Marhenke, Jerry Miller, and Eric Thompson

Discussion of Items:

- Announcement: All future Equivalency meetings during Fall 2018 will return to our normal 1-3 timeslot.
- Robin and April – reported on AAC meeting feedback regarding Procedure 4.3.2bP. Minor corrections were made to the Procedure reflecting feedback from AAC members.

Jerry Miller expressed concerns that the document does not reflect the Apprenticeship Program that the Chancellor's Office workgroup has been working on as an additional avenue to receiving equivalency. At this time that option has not been codified and therefore, cannot be added to our procedure. Once it is, it should be a priority to add that option. Jerry also was asked to edit the document to reflect his other concerns. Robin (and Eric?) will meet with Jerry to review his suggestions. Jerry requested that we shop the new application that we are working to develop.

Additionally, Robin is waiting to be put on the College Council agenda so that constituent groups wanting to see the revised procedure can request that the document is reviewed by shared governance groups.

- Sarah W. (Maria and Tracy) report on NeoGov interface options - Sarah W. was unable to attend the meeting today. She sent an email outlining what she found out by looking at NeoGov. She said:

I met with Maria and we took a look at what the functionality of the Neogov system will allow in terms of directing applicants with regard to equivalency and allowing them to see when, where, and how they should apply for equivalency. However, what it does allow for is the insertion of links into to direct applicants elsewhere. Because we need and want a checklist for applicants, I have begun developing a Google Form which will allow applicants to be directed to a questionnaire which will ask them questions and then respond to their answers by telling them first if they need to apply for equivalency and, if so, to walk them to further questions. As they begin to answer the questions, they will be given direction as to what information is needed. This will be accompanied by examples related to each piece of information needed and then (hopefully) a screenshot of where in Neogov this information should be provided. The candidate should be able to keep the browser tab for the Google form open alongside the Neogov application and work back and forth, answering the questions and then providing the information they are prompted for based on their answers.

Sarah W. will use the checklist draft to develop the Google Form.

- Review and Discussion of Equivalency Flow Chart (ROUGH DRAFT) – The committee revised the rough draft that was developed prior to the meeting by Mike,

Shelly and Robin. The committee focused on the introduction and the Masters required section. We streamlined language, made choices more parallel. We also attempted to make a table that would visually represent the same information. That part is a work in progress and Sarah H. and Tracy agreed to work on the table and the min quals for the non-masters discipline to be completed prior to the next meeting. At this time the document in Google Drive does not reflect these changes as the program was glitching.