

DVC COLLEGE COUNCIL approved minutes

April 6, 2022 • 2:30 - 4:30 pm

Zhangyang Zhou, Rita Mayo, Jen Tejada, Lisa Ratchford, Kenyetta Tribble, Lindsay Kong, John Freytag, Lindsey Shively, Joanne Miller, Rick Robison, Marina Varela, Katy Agnost
Ex officio - Susan Lamb notetaker: Marta Gillen (recording)

I	Organizational Items
1.1	Call to Order: Lisa Smiley-Ratchford @ 2:35 pm
1.2	Adoption of the Agenda – discussion/action Freytag motions to approve, Tejada seconds; all in favor, agenda is approved.
1.3	Approval of March 16, 2022 meeting minutes – discussion/action
	Mayo moves to approve minutes, Freytag seconds. All in favor; minutes are approved.
II	Public Comment This time is reserved for members of the public to address the College Council. A limit of five (5) minutes perspeaker and fifteen (15) minutes per topic shall be enforced. – information only
	None
III	Council Comment This time is reserved for members to address College Council. A limit of (5) minutes per speaker and fifteen (15) minutes per topic shall be enforced. – information only
	Varela: transfer celebration for students not graduating with a degree will be May 11. Tribble: April 29 at San Ramon Campus is Kathleen Costa memorial installation; Midterm study jam at San Ramon went well. Tejada: April 27 and 28 SRC will hold a fall preview day. Freytag: 2 nd faculty lectures are next week (Anne Kingsley and Lisa Orta). Kong: 2 nd workshop in data series is end of this month. Robison: survey link sent for all faculty who use online proctoring- may be switching vendors. Mayo: Classified Senate held spring break basic needs meeting and accessibility PD workshops; new ways to engage with classified. CS is working on 9 plus 1 order; working with Management Council on Classified Appreciation Day. Job Links will be at LMC. Tribble: Student Services training had great turnout and great outcomes.
IV	President’s update – information only
	Budget forum is being scheduled at college sites. Kudos to Pride Alliance, RJTF, and Safe Spaces who reached out in support to Cabrillo College over recent hate situation. Moving forward with faculty hires, thanks to all the committees and the behind the scenes work that is involved. Candidates we meet with are grateful to see students on campus. Reorganization in Student Services continues to be discussed. We are trying to build up our enrollments including non-credit program in San Ramon. Will bring in help to coordinate CCAP (Career and College Access Pathways) agreements. Recognized the ASDVC leadership who have been in Washington DC advocating on behalf of Community colleges, and particular shout out to Zhangyang’s (ASDVC President) leadership. DVC is part of the USC Equity Alliance; we are invited to their workshops. Received titles for remainder of the year and will share out.
V	Measure E update, Susan Lamb – information only
	ET building: a consultant will come in to help facilitate how to plan for collaboration in the new building and best use of new spaces. Beth Arman and Despina Prapavessi will also be involved. May engage some faculty and classified over the summer. LA building upgrades still in process.
VI	VPs update – information only
	Ready education app is going to end at end of semester. Vaccinations still required and researching other options for storing info. Covid tile is removed from Insite. Mask requirement is still in effect. Marketing will be sending communication to students to remind of this requirement. Completed 4 process analyses with SIG and 2 remain. Way-finding designs have been submitted to state approval for both PH and SR. Tribble – next mega-graduation planning meeting is next week. No USC institutes during spring break week.
VII	DVC mission review, Lindsay Kong – information only
	We are overdue to review our mission. Reviewed mission as posted on the DVC website. Asking Council for direction on how to review. Lamb recommends to take to constituency groups. Freytag concurs. Bring this back in two weeks (April 20), ensure senates can review before this comes back.
VIII	Institutional set standards and stretch goals, 1st read, Lindsay Kong – information only
	Shared PPT Institutional standards Described institutional set standards - we strive to not fall below these; and stretch goals – these are aspirational goals. Described ACCJC annual report metrics. Last time we developed set standards was FA2018. We are a very different college now and need to reset goals. RPEC looked at five years of data – we exceeded set standards in most categories and stretch goals in some categories. Looked at other colleges for common practices. RPEC recommended how to set new standards and stretch goals. Other considerations include regular evaluation of selected methodologies. Freytag thanks the work of RPEC. Lamb – as you’re having decreasing enrollments, outcomes will be affected.
IX	ACCJC Annual Report and Fiscal Reports, 2nd read and approval, Lindsay Kong – action may be taken
	Fiscal report Snapshot of fiscal health Annual report Snapshot of student outcomes

	Reminded what we reviewed at last meeting, asked for an approval vote. Freytag moved to approve two reports, Tribble seconded. All in favor.
X	OER@DVC – Efforts to reduce textbook costs, Lindsey Shively – information only
	<p>OER – Open Educational Resources. Recent student survey confirmed that textbook availability is a high need. Shared data on sections with zero textbook costs (ZTC), currently at 18% which has grown. Two grants have been used to pay faculty in six-week professional development to convert courses to ZTC. On track to save DVC students \$500k each semester. Described the OER@DVC professional development materials. Have teamed with DSS so everything that is coming out of the program is accessible. Created a district OER Council and now we are statewide leaders.</p> <p>Robison: thanks for Lindsey Shively and Andrea Sorce for embracing this initiative.</p> <p>Lamb: Used HERRF for this but that was one-time funding. Hope to find new funding to continue this work. Gwyn: request to share this with classified senate as classified are frequently the first point of contact with many students.</p> <p>Freytag: impressive work. Faculty can negotiate the price of a textbook with publisher. Joanna Miller: We do potentially have state money that hopefully will flow soon for ongoing projects of this workgroup.</p> <p>OER slideshow</p>
XI	Committee Reports – action may be taken
	<p>Budget- Lamb: getting a picture of our overall budgets. Todd will talk with Budget Comm for our next year’s budget. May Revise will give a more firm estimate.</p> <p>Program Review- Committee discussed its ranking work and sent to Budget committee. Transition to eLumen is ongoing, hopefully a more focused process. Finalize the new template and rubric for program review. New template and process/rubric is more inclusive of any campus program to be included in the program review process.</p> <p>Research, Planning and Evaluation- Fruits of labors around agenda VIII. Reviewing KPIs and a more critical prioritization. Reviewing committee membership. Working on committee annual report.</p> <p>Student Equity and Success- Next meeting to continue discuss equity plan and the USC equity institute input to the equity plan. Considering how our workgroups are named and the work they are doing. As a governance committee, all of those items will come back to College Council. Reviewing the charge of the committee and what we are institutionalizing.</p> <p>Others-</p>
XII	Adjournment @ 4:20 pm

Spring 2022 meetings: 2/2/22, 2/16/22, 3/2/22, 3/16/22, 4/6/22, 4/20/22, 5/4/22, 5/18/22

NOTICE IS HEREBY GIVEN that the College Council of Diablo Valley College will have a meeting as stated above. Public testimony will be invited in conjunction with the Council discussion on each item. All meetings are held in locations that are wheelchair accessible. To request accommodations for disabilities or for further information, please contact Marta Gillen at (925) 969-2002, or by email at mgillen@dvc.edu