

**ACADEMIC SENATE COUNCIL MEETING
MARCH 13, 2018
APPROVED**

In accordance with the Ralph M. Brown Act and SB 751, minutes of the DVC Academic Senate Council record the votes of all committee members as follows: Members in attendance will have their votes recorded including names of members voting in the minority or abstaining is recorded.

PRESENT: Beth McBrien (President), John Freytag (Vice President), Patrick Moe (Corresponding Secretary), Yvonne Canada (Counseling), Katrina Keating (Rep-at-large), David Vela (English), Kris Koblik (Professional Development), Lisa Smiley-Ratchford (Social Sciences), Carolyn Seefer (Business), Theresa Flores-Lowery (Kinesiology), Kimberley Taugher (Biology/ Health Sciences), Daniel Kiely (Library), Wayne Larson (Physical Sciences), Jim Blair (Part-time), Nicolette Moultrie (CTE), René Sporer (SRC)

ABSENT: Heidi Gentry-Kolen (Math/Computer Science)

GUESTS: Lupe Dannels, Rachel Westlake, Mike Chisar, Katy Agnost

1. APPROVAL OF AGENDA OF MARCH 13, 2018 AND MINUTES OF MARCH 6, 2018.

It was MSC to approve the agenda of March 13, 2018. The following members all voted aye: Freytag, Moe, Seefer, Taugher, Bersamina, Flores-Lowery, Koblik, Smiley-Ratchford, Blair, Kiely, Sporer, Canada, Vela, Moultrie, and Larson. No nays. No abstentions. Approved.

It was MSC to approve the minutes of March 6, 2018. The following members all voted aye: Freytag, Moe, Seefer, Taugher, Bersamina, Flores-Lowery, Koblik, Smiley-Ratchford, Blair, Kiely, Sporer, Canada, Vela, Moultrie, and Larson. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None

3. COUNCIL COMMENT

Freytag said the State Senate Area B meeting is on March 23. He urged Council to review the resolutions and to encourage their colleagues to do the same. Send him any comments or questions they may have.

4. ANNOUNCEMENTS

Canada announced the Job & Internship Expo is schedule on March 14 from 1-4 in the Commons. (It will be moved into the Main Street Bistro if there is rain). There will be a wide variety of employers from a many different job fields.

Canada said there are several Mini Transfer Days scheduled. The topics that will be covered include the transfer application process, and financial aid for transfers.

Flores-Lowery announced the work on the track is completed.

The following athletic events are coming up: Softball is playing a double header this Saturday at home; The tennis teams are playing away for the next couple of weeks.

McBrien announced the retirement dinner has been rescheduled on Friday May 11 to allow for adequate time for planning.

McBrien said she has notified Toru Sugita that he was selected as this year's faculty lecturer. Patton is working with him on scheduling the dates and locations. It will be sometime in mid-April.

5. APPOINTMENTS

None

6. CURRICULUM COMMITTEE UPDATE

Chisar said Agostino has come back from District and is again supporting the committee. He said it helped them see the knowledge and expertise she brings to the committee and they are glad to have her back. Chisar said the committee has started on this round of Title 5 rewrites. They are continuing on updating the WCS. They are also working on updating the instructions online for updating title 5 to reflect the changes in WCS. Claudia Hein is shadowing him this semester and will be stepping in as the Committee Chair in the fall. She has been chair in the past and brings a lot of knowledge but there have been a lot of changes from the state since she was last in the position.

Chisar shared with Council proposed changes to the Curriculum Committee bylaws that reflect changes that they have made to their process and committee member roles, as well as some terminology. Council agreed to bring this back for a vote at their next meeting to allow time to review the changes.

7. TUTORING ADVISORY COMMITTEE (TAC) OUTCOMES

Agnost explained that all of our main learning support areas have stated and measurable learning outcomes. They had a meeting with most of the tutoring coordinators from across the college and developed a list of Tutoring Learning Outcomes.

Agnost shared and reviewed with Council the proposed Tutoring Learning Outcomes and asked Council to gather feedback. She said they are working to tie the tutoring survey results from last spring to provide one avenue to measure outcomes. They also are working with individual tutoring areas to develop how they assess their outcomes. She said when they develop the next survey they will make some adjustments to the questions to map the questions to the outcomes.

McBrien said this will come back to senate for feedback and possible endorsement.

8. COLLEGE COUNCIL UPDATE

McBrien said the College Council has been reviewing the charges and memberships of the college committees. She said they have been reinforcing the need for transparency especially so Academic and Professional matters are identified and brought to the Academic Senate.

McBrien said Lamb has reconstituted the Safety committee and she is very committed to the issue of safety on campus. She said the administration is working on more consistency across campus in the information and training that is provided.

McBrien said Westlake took College Council through the Classroom Design Standards presentation that Senate was presented at their last meeting.

McBrien said the Program Review timeline processes were reiterated. The categorical areas will be submitting their requests at the same time as Program Reviews after those have been identified.

9. GUIDED PATHWAYS WORKPLAN

Dannels said she had previously brought the Guided Pathways work plan to Senate and asked if they have any feedback. She explained the steering group held a gallery walk to ask the design teams to provide

their design plans for the next 18 months based on the assessments. Then she along with Koblik and Opsada looked at those to find beginning steps of those assessment steps. Then they came together with the GP team and had another writing session. She said in most cases they felt that we are making progress. Dannels said they will be putting out a newsletter to communicate where we are and how we will move forward on this initiative.

It was MSC to endorse the Guided Pathways work plan as presented. The following members all voted aye: Freytag, Moe, Seefer, Taugher, Bersamina, Flores-Lowery, Koblik, Smiley-Ratchford, Blair, Kiely, Sporer, Canada, Vela, Moultrie, and Larson. No nays. No abstentions. Approved.

10. VPI REPORT

Westlake told Council the Scheduling Committee has discussed the intersection of scheduling with Guided Pathways and the need to look at what is best for students.

McBrien added that the Scheduling committee reviewed a spreadsheet of the average length of time students take to complete their degrees or transfers for different areas of study and it was very interesting. The majority of students do not complete their requirements in two years.

Westlake said several of faculty positions out for hiring have completed their first round of screening. The final interviews should be done by the end of April. She commented that we have smaller pools than usual and they have had several pull out of the process.

Canada said the new requirement to include the EEO officer in the process has caused some impediments. Council members discussed their areas experienced with this new part of the process. Westlake said we definitely need to debrief and look for ways to improve the process. Keating reminded Council that part of the hiring process is negotiated and the Union needs to be part of those discussions. She said the contract states the inclusion of the EEO is not to delay the process but it needs to be addressed if it is.

McBrien said she will make sure everyone has the current district policies for hiring to aid in the debriefing discussions.

11. GRADUATION/TENURE RECEPTION

McBrien asked Council to consider scheduling the Tenure reception before the graduation ceremony on the same day. Council members agreed it could be a positive change and agreed to endorse trying it and see how it goes.

12. INSTITUTIONAL LEARNING OUTCOMES (ILOS)

Koblik asked Council for feedback on the proposed changes to Procedure 1018.2 on Institutional Learning Outcomes. The proposed Revision would delete the text of the existing procedure in its entirety and replace with all new language.

McBrien commented that some measurements are obvious but we are still struggling on how to measure some others

After further discussion it was MSC to approve the Institutional Outcomes The following members all voted aye: Freytag, Moe, Seefer, Taugher, Bersamina, Flores-Lowery, Koblik, Smiley-Ratchford, Blair, Kiely, Sporer, Canada, Vela, Moultrie, and Larson. No nays. No abstentions. Approved.

13. AS PRESIDENT REPORT

McBrien reminded Council there is no meeting the following week and then we have spring break. The next meeting in on April 3rd. She also reminded Council the District-wide Academic Senates Plenary Session is on Monday, April 2 at the District Office right after Spring break.

McBrien said a Forum is scheduled on campus with a Panel from District on Participatory Governance on April 6. She will confirm the date, time and location.

15. ADJOURNMENT

There being no further business the meeting was adjourned at 4:00 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*