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**ACADEMIC SENATE COUNCIL MEETING  
SEPTEMBER 12, 2017  
APPROVED**

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*In accordance with the Ralph M. Brown Act and SB 751, minutes of the DVC Faculty 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), Daniel Kiely (Library), Kimberley Taugher (Biology/ Health Sciences), Wayne Larson (Physical Sciences), Katrina Keating (Rep-at-large), Carolyn Seefer (Business), Yvonne Canada (Counseling), Jim Blair (Part-time), Nicolette Moultrie (CTE), David Vela (English), Nicole White (Applied and Fine Arts), Theresa Flores-Lowery (Kinesiology), Lisa Smiley Ratchford (Social Sciences), René Sporer (SRC), Kris Koblik (Professional Development)

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

**GUESTS:** Rachel Westlake, Isaac Norman, Mark Akiyama, Jason Mayfield, Lisa Orta, Donna Wapner, Julie Walters, Beth Hauscarriague, Kenyetta Tribble

**1. APPROVAL OF AGENDA OF SEPTEMBER 12, 2017 AND MINUTES OF AUGUST 29, 2017.**

**It was MSC to approve the agenda of August 29, 2017 with the option to reorder items due to guest availability. The following members all voted aye: Freytag, Moe, Keating, Seefer, Canada, Blair, Vela, Kiely, Koblik, Sporer, Taugher, Moultrie, Flores-Lowery, White, Smiley-Ratchford, and Larson. No nays. No abstentions. Approved.**

**It was MSC to approve the minutes of August 22, 2017 with corrections. The following members all voted aye: The following members all voted aye: Freytag, Moe, Seefer, Canada, Blair, Vela, Kiely, Koblik, Sporer, Taugher, Moultrie, Flores-Lowery, White, Smiley-Ratchford, Larson. No nays. Keating abstained. Approved.**

**2. PUBLIC COMMENT**

None

**3. COUNCIL COMMENT**

Taugher said her division is frustrated with the lack of support from IT for instructors and instruction. She said faculty with Apple computers are not getting sufficient IT support. She said also, to use an Apple with the projectors in classrooms an adapter is needed. But IT does not supply the adapters so faculty have to purchase them themselves. She said in another situation an instructor has a DVC issued desktop But when he is in the classroom he uses his personal iPad. When he has had trouble connecting to the internet or other things in the classroom, IT will not help because they don't service personal computers.

White commented that she has a small computer lab for photography. She said the lab is all Macs but they each have different sorts of programs on them. She could update them to be uniform but she does not have permission to do so.

Freytag reminded Council to remember Senate etiquette when discussing subjects and be respectful of each other's perspectives and opinions. He said he wants the Senate to improve their reputation as a cordial and welcoming body.

#### **4. ANNOUNCEMENTS**

Flores-Lowry gave an update on fall athletics. Football lost their first game at American River by a wide margin but they came back in their next game against Chabot. They play at Sequoia this Saturday. Women's soccer is 4-0 and have a game here today against Consumes. Women's volleyball is 2-2. Men's water polo was 1-1 at a tournament at DeAnza with a loss to Delta and a win against Mesa. They will play a tournament this Friday at Delta. Women's Water Polo was 1-3 at a tournament at Cuesta and will play next Saturday at Sacramento City.

Flores-Lowry announced the Athletic Department has collected t-shirts from various athletic programs and will be sending them to the University of Houston for distribution to community sports programs.

#### **5. APPOINTMENTS**

None.

#### **6. SENATE VISION AND GOALS**

McBrien requested feedback on the Senate goals and vision from Council members that were not able to say their comments at the last meeting.

Ratchford-Smiley said she thought about a question that had been asked at the last meeting about what is the senate's role in keeping all faculty informed. She said it should be a goal to ensure that happens. However, she is new to the Council so she has a lot of questions before she can make any suggestions.

Blair said he has been involved in several organizations that had vision statements and he cautioned that we should not overreach. We should stay within the parameters of what this body is supposed to do.

McBrien asked Blair what the senate can do that would benefit part-time faculty. Blair responded that part-timers feel somewhat left out and the senate needs to make sure they are informed and consulted.

Moe said we need to be more efficient in so many ways. Such as clarifying certain policies and procedures that seem vague; often it is difficult to get the correct answer.

Freytag said he would like to be able to look back at the end of the year and determine whether or not we achieved our goal(s) and what we did to reach those goals.

McBrien said she will compile the feedback from Council and will bring it back for further discussion.

#### **7. UF SURVEY AND THE ACADEMIC CALENDAR**

McBrien said she invited Donna Wapner and Jason Mayfield to talk about the survey that went out on the 16 week calendar. Wapner said the UF is meeting this Thursday where they will be talking more about the calendar.

Wapner reminded Council that the calendar is negotiated with the district keeping in mind required holidays and negotiated breaks, required number of days, etc. She said they started with a modest calendar that left as much in place as they thought they could. After talking with the District, they realized the intersession is a very important part of the calendar. A draft sample of a 16-week calendar was distributed to Council. The realization also came out that student services areas need a little more time than originally thought to get students registered, etc. There were conversations on whether or not we should offer intersessions during the first year of the compressed calendar. She said DVC is looking at a 3 week intersession while LMC and CCC are looking at offering a 4 week intersession. Since this is a negotiated item and they had varying desires from the colleges, the UF decided to survey faculty and not give any background on where they stand in the negotiations, and give just 2 choices and leave room for comment. They felt that anyone that had problems with what was presented, would put it in the comment section without actually asking for it, to show how much disgruntlement there would be about that being the only 2

choices. She said they did get what they thought they were going to get. She said this gave them information to bring back to negotiations this week. She said they have already sent 3 more options to the committee that fall more in line with what they felt what was wanted with time for a 3 week intersession and to allow a little more time for A&R to do what they need to get done in between semesters and intersessions. She pointed out that a lot of colleges that have a compressed calendar don't have an official finals week schedule but give finals in the last week of the regular class schedules. And there are also ones that like to have a schedule for finals week. So they realized that is another consideration. A list of calendars for California Community college was distributed to Council.

There are about 24 colleges that have a winter intersession. There are about 26 that go into February for their winter intersession. And about 28 colleges end in June.

Taugher asked if we go to a 4 week intersession, would that load go to spring or summer. Wapner said at this point there has been no discussion about that. Wapner reminded Council that the calendar is negotiated yearly so we could make some adjustments after the first year. Taugher said we are possibly looking at a bigger winter break and asked if there is any data if that is a problem for students who may be starting at another institution in the spring that starts earlier than the end of our intersession. She said she does not have information about that. She told Council they realize this is a big change and we are going to be one of the first colleges in our area to go to a compressed calendar.

Seefer asked if the purpose of the intersession is to increase revenue or is it because it's something we really want to do. They also question with a seven week break why our computer system is not set up to enable a faster turnaround time for A&R to do what they need to do for the spring semester. Another concern Seefer has is the cost of keeping the college open for intersession. They also suggest there be a cap on the number of classes a student can take during intersession. If they overload themselves they will be less likely to succeed in those classes.

Hauscarriague said pre-requisites are entered manually so they take a lot of time at the end of the term.

Westlake said we do need to think about what services should be available during intersession and what are not necessary. That is one way to help control the costs. She said also in considering a 3 or 4 week intersession, the scheduling committee talked about the outcome of the three week intersession we did last winter break. We did a 3 week intersession with all online classes and the outcomes were mixed. LMC did a 4 week intersession and the scheduling committee is looking at their outcomes also.

Orta said she feels like we are fast-forwarding this conversation. She said the Senate needs to look closely at data on the pedagogical implications of this calendar.

Mazzone said in Table Talk it was said that we should move forward and renegotiate if needed next year. She said once it is in place we are more likely to roll it over than to make changes.

Wapner said they do have data and feedback that they are looking at.

Agnost asked what the impact of a long break does for students. Will it take them longer to get back in school mode?

Seefer said that even though we can renegotiate if needed, this is a big change and we need to have some kind of standard.

Moe pointed out that winter intersession is good for transfer students who just need that one more class. Winter session is good for transfer students. He said also, a five to seven week gap is not that big of a change.

Moultrie said now the Dental Hygiene program ends in May and then students have to pass their state licensing test. If they ended later, students would not be finished when the test is offered. She said Memorial Day is the latest they can finish to allow students to take the test.

Sporer said Ohlone College has a 16 week semester and then a 4 week intersession that can be a continuation of the regular semester for classes that need more time. She said also this would align us more with colleges in the area.

Wapner said departments will be making their own decisions on what to offer when.

Freytag said we almost need to have an agreement with students about how many hours in class are required so they understand the time involved for taking intersession classes. He asked if there is an answer to Moultrie's concern about the state testing. Wapner said there are some colleges that make exceptions. Hauscarriague said it would impact weekly censuses but it can be done.

Freytag asked if the intersession will be growth or will it be taken from the summer session. Westlake said there is not an answer to that yet.

Koblik said intersession classes should be part of program reviews to look at where we do want to grow.

Moultrie pointed out if her program started earlier than the rest of the classes, they would not be able to participate in Flex week.

McBrien said we need to consider if intersession is what faculty want or what the district wants. Wapner said they it is attractive to both sides. McBrien said students and pedagogy should be the driving force in doing this, not FTES which is what the District wants.

Wapner assured Council this is not a done deal and there will be a lot more conversations before a decision is made. Mayfield said they expect it to be resolved by October.

Mazzone said we need to have a lot more open conversations about this before the final decision. We need to hear from everyone.

Wapner reminded Council the calendar is negotiated but the block schedules are up to the colleges.

McBrien said this can come back for further discussion if faculty would like to discuss at Senate.

## **8. VP OF INSTRUCTION**

Westlake said the Box 2A process has begun although there is still some data that needs to be completed. She said 36 requests for positions have been received.

Program Review training has been taking place.

Westlake told Council she was on an Accreditation visiting team for the first time. She attended a training the previous week and is looking forward to learning about other colleges and districts.

Westlake said enrollment is us up everywhere in the district. Some locations more than others but overall it is up. McBrien mentioned that CCC is forming a scheduling committee modeled on ours.

## **10. COLLEGE COUNCIL UPDATE**

Postponed

## **11. AS PRESIDENT'S REPORT**

Postponed

## **12. INTEGRATED PLAN PRESENTATION (3SP, DEVED, EQUITY PLAN)**

McBrien said there is a new state requirement to write an integrated plan for 3SP, Developmental Education, and the Equity Plan.

Mark Akiyama , Keyetta Tribble, Beth Hauscarriague and Lisa Orta work on these programs and are working together on the integrated plan. They presented a PowerPoint on the process for writing the plan.

Akiyama said we are sort of starting from the middle in writing this plan since the 3 programs have already been in existence for a while.

The PowerPoint covered the areas of focus and requirements for each of the three programs. It also covered a crosswalk of the 3 programs to see where they align in their focuses and requirements. It explained the timeline. The State set out new guidelines for the plan in February 2017. The plan is for 2017-2019. The states intent is to continue to pursue policies that support colleges in perusing cohesive integrated planning strategies. The plan is due on December 15, 2017. The plan is also a state mandated document to increase funding accountability for the three programs. However the document format is reactionary and provides a short timeline and question prompts provide little assistance as an integrated planning tool. The theme and intent of integrated planning is essential for the EMP, Strategic Planning and Pathways. The spring 2017 activities included joint meetings of the three programs committees, a webinar, writing workgroup meetings, and a workshop with a representative from the RP group. Summer 2017 activities include more writing workgroup meetings and development of a draft plan. Fall 2017 activities include a Flex workshop with the IP committee, vetting it through the appropriate college bodies, a Chancellor's review in October, submit it to the Governing Board in November and send it to the state in December. The outline for the plan includes assessing previous college efforts in 2014-2015, describe a strategy or activity that resulted in gains in student completion or closing achievement gaps in 2014-2015, describe how the college will accomplish integration, establish 5 integrated student success goals and activities, and professional development goals to achieve our student success goals. It is also to include how often we will evaluate our progress towards student success goals, how the 3 district college will coordinate our efforts, our budget plan, an equity executive summary, and topics that will help us achieve our goals. The goals of the Integrated plan are to increase the percentage of students that complete the placement process in their first year, increase the percentage of students that complete the pre-college level math class they were placed in their first year, to increase the percentage of students that complete pre-college level classes in ESL/English they were place in their first year, to increase the success rates in degree and certificate attainment and transfers, an develop the colleges capacity for student centered approaches and practices through professional development, campus based research and providing innovation resources. The budget allocations for 17-18 are \$31, 38,372 for 3SP, \$1,208,821 for student equity, and about \$90,000 for BSI/Development Education. The PowerPoint included an example of activities and budget crosswalk of the 3 programs for one of the goals.

McBrien said this group will come back to Senate on 9/19 for further information, discussion and feedback.

### **13. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*

