

**ACADEMIC SENATE COUNCIL MEETING  
SEPTEMBER 13, 2016  
APPROVED**

*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), Andy Barlow (Rep-at-large), Peter Churchill (Corresponding Secretary), Marva DeLoach (Library), Barbara Hewitt (Biology/ Health Sciences), Buzz Holt (Social Sciences), Cheryl Carter (Counseling), Patrick Moe (Applied and Fine Arts), Carolyn Seefer (Business), James Magee (Math/Computer Science), Wayne Larson (Physical Sciences), David Vela (English) Theresa Flores-Lowery (Kinesiology), Kris Koblik (Professional Development), René Sporer (SRC)

**ABSENT:**

**GUESTS:** Rachel Westlake, Mike Chisar, Mario Tejada, Becky Opsata, Allyson Tintiangco-Cubales

**1. APPROVAL OF AGENDA OF SEPTEMBER 13, 2016 AND MINUTES OF PREVIOUS MEETINGS.**

**It was MSC to approve the agenda of September 13, 2016. The following members all voted aye: Freytag, Barlow, Churchill, DeLoach, Hewitt, Holt, Flores-Lowry, Carter, Seefer, Moe, Sporer, Koblik, Magee, Larson, and Vela. No nays. No abstentions. Approved.**

**It was MSC to approve the minutes of April 26, 2016, May 3, 2016, and August 23, 2016. The following members all voted aye: Freytag, Barlow, Churchill, DeLoach, Hewitt, Holt, Flores-Lowry, Carter, Seefer, Moe, Sporer, Koblik, Magee, Larson, and Vela. No nays. No abstentions. Approved.**

**2. PUBLIC COMMENT**

None.

**3. COUNCIL COMMENT**

Vela said many of his colleagues have asked him to bring up the Hay Study to the Senate. They want to know if Senate has any say in this.

Barlow said his division is developing a Social Justice major. They will design a pathway for students to get through the program and transfer if that is their goal.

**4. ANNOUNCEMENTS**

Vela announced the Inaugural Ceremony for the Student Veterans Resource Center has been rescheduled to September 28 from 2:30-4:30 in the Library quad. McBrien thanked Vela for all his work to help veterans.

McBrien introduced James Blair the new part-time faculty Senate Council representative. Blair teaches Business Law. His term will be Fall 2016 through Spring 2018.

Seefer said her recruitment for Study Abroad in Florence is going very well. She had record turnouts in her workshops at LMC and CCC which don't typically get a lot of interest. She said one of the great things about recruiting is she gets to go to the other campuses.

Flores-Lowry gave an update on the athletics programs.

Women's water Polo plays at home this week and the men's team is away. Volleyball is off to a good start. Football is 1 -1 and play at home this week. Women's soccer plays Santa Rosa here today at 3:30.

Barlow announced the Social Science Division is holding a forum on the presidential election on

Patton announced the next Senate Council meeting will be in L 151.

Patton announced she has received more ASCCC membership cards from the state office. If anyone wants to grab some and put them in their division office, let her know.

Patton said the dinner theater is scheduled on October 21 for the production of Hairspray. She is finalizing the details and will announce it soon.

## 5. APPOINTMENTS

### Website Workgroup

Beth McBrien  
Chris Knox  
John Freytag  
Maria Dorado  
Troy Bennett  
Mario Tejada  
Keith Parsons  
Rick Robison  
Vivek Bharathan

### Information & Instructional Technology Committee

Anne Kingsley  
Dan Kiely  
Mario Tejada

### Program Review Committee

Maria Dorado-Counseling  
Bryan Raymond – Math  
Claudia Hein – Chemistry  
Ann Peterson - SRC

**It was MSC to approve the appointments listed above. The following members all voted aye: Freytag, Barlow, Churchill, DeLoach, Hewitt, Holt, Flores-Lowry, Carter, Seefer, Moe, Sporer, Koblick, Magee, Larson, and Vela. No nays. No abstentions. Approved.**

## 6. CURRICULUM COMMITTEE

Mike Chisar said the Curriculum Committee has been doing a lot of work. He reminded Council if anyone needs help doing theirs they can contact him or come to a meeting.

Chisar said the committee voted a couple weeks ago to pause the Title 5 updates because they cannot get them done by the end of this fall semester. So those that were due this fall are now due next fall. However, if it's a new course or a change in a course they can work on that this fall.

Chisar said unfortunately the new system is coming online. At the same time, Lesley Agostino who has been supporting the committee for a long time is taking a position at district.

Chisar said the committee wants to change the Title 5 calendar and extend due dates from fall to spring. Program Review and several other things are being done in the fall so it could take some pressure off but the calendar has not been finalized yet. However, they have to make sure they have it all done in time for the catalogue. But, if

completing it in the fall is better for a particular program, they may certainly do so.

Chisar said he will inform the deans and department chairs about the changes at their next meeting. Chisar said the committee has not voted yet on possibly going to a 6 year cycle.

**It was MSC to approve endorsement of the Curriculum Committees recommendation to table Title 5 updates for and form a new calendar for the following year's Title 5 cycle. The following members all voted aye: Freytag, Barlow, Churchill, DeLoach, Hewitt, Holt, Flores-Lowry, Carter, Seefer, Moe, Sporer, Koblik, Magee, Larson, and Vela. No nays. No abstentions. Approved.**

## **7. PROFESSIONAL DEVELOPMENT MEMBERSHIP CHANGES**

Council reviewed the proposed membership for the Faculty Professional Development Committee with a comparison to the current membership. Barlow wondered if SRC needs more representation. Sporer said she does not think it's an issue. That is one committee they have never had a problem finding representatives for. Agnost suggested it could be listed as a specific required area for representation instead of a desired area. Holt said he worries that we are making the committee too large to be effective. Right now 9 members are proposed. Westlake explained several areas have funding available and are in our Professional Development plan so we need to make sure they have representation.

**It was MSC to approve the proposed membership structure. The following members all voted aye: Freytag, Barlow, Churchill, DeLoach, Hewitt, Holt, Flores-Lowry, Carter, Seefer, Moe, Sporer, Koblik, Magee, Larson, and Vela. No nays. No abstentions. Approved.**

**It was MSC to approve the following appointments to the Faculty Professional Development Committee under the newly approved membership. The following members all voted aye: Freytag, Barlow, Churchill, DeLoach, Hewitt, Holt, Flores-Lowry, Carter, Seefer, Moe, Sporer, Koblik, Magee, Larson, and Vela. No nays. No abstentions. Approved.**

## **8. VPI REPORT**

Westlake reported on the following:

Facilities – through this semester work will continue on the water lines by areas on campus. . She said the first shutdown is on 9/17-18 on the east side of campus. Saturday classes will be moved if needed. Also there will be an electric shutdown on 9/23 for 4-6 hours. They are checking with bio and HRM to make sure perishables (specimens, chemicals, food) are not spoiled.

Assessment – There is a statewide assessment instrument is being developed. Each college will align the statewide competencies to their courses. We have faculty from the assessment areas (English, Math, ESL) working on aligning those competencies. We are piloting the assessment questions with current students to test for any biases in the questions. It will probably be ready for Fall 2017.

Another assessment initiative called Multiple Measures out of research done at Long Beach looked at effectiveness of assessment tests and compared them to high school performance measures and found the latter is a better indicator of their anticipated success in college courses. Assessment also impacts many other classes because so many have recommendation for English 122. We will be using this on a pilot level this spring.

Scheduling committee – They met last week and they were pretty much able to fulfill requests for adds. She said there were space issues regarding a request for a Bio class at SRC.

Enrollment – DVC is down a little over 1% which is significantly below our target. However, broken out, DVC is down but SRC is up about 3%.

Productivity –we are at around 15.6. It's what we planned for this year when we decided to grow our schedule and allow for lower productivity. But we do have to make plans to push it back up. At the enrollment management conference she went to over the summer, 17.5 was a goal suggested for productivity.

Carter said the late start classes are not very prominent on our website. If we expanded their visibility, it could help improve our enrollment. Westlake said we could do reminders each time a new session is coming up and make it very clear. Carter said also late-start classes tend to be scheduled at the same time during the day which makes it difficult for many students to fit it into their schedule. We should vary the times to accommodate more schedules.

Churchill wondered if in trying to make the numbers and offering several sessions starting at different times in the semester, is giving students too many choices.

Seefer said a lot of the social media posts about our classes tend to be about full-term classes. We need to highlight more information about short-term/late-start classes.

Council discussed the type of students that would be more likely to take short-term/late start classes. It was suggested we look at those populations and target them in the marketing.

Box 2A- The requests for the next Box 2A are due by September 30. Freytag asked how many positions will be open. He said for his area and possible others, if there is only a few positions, it is not worth the time to make the request. But if there are several, he and possibly other areas would consider making a request.

Westlake said they are still looking at some factors that will influence the number of positions but will let faculty know as soon as they decide on the number.

## **9. TEN (TEACHING EXCELLENCE NETWORK)**

Allyson Tintiangco-Cubales, co-founder of TEN, introduced herself and gave her background in education and her told and the history of the development of TEN. She said the idea is to engage community responsiveness to help schools set priorities from the ground up. She gave an overview of the process used in TEN.

Tintiangco-Cubales explained teachers and students take a survey where they rank on a list of 52 priorities that were developed through extensive research. There are three domains of priorities – relevance, responsibility. Stake holders rank what they feel are the top four priorities in each domain. The results are aggregated, through an equity centered algorithm and comes up with the top 12 priorities for an institution.

Tintiangco-Cubales brought up the TEN website and showed how the results can be aggregated by race, role gender, or language. She said the data is only assessable by that faculty member but they can share it. Freytag suggested and Council agreed for college level there should be an age category.

Seefer is concerned what the impact would be budget, scheduling, etc. after we set our priorities.

McBrien gave examples of the types of opportunities it would provide. Seefer clarified that it is advisory and not a mandate.

Tintiangco-Cubales said the workshops are progressive. First, faulty write their teaching philosophies.

Sporer asked about the cost and how long the contract would be. Several Council members said they were not aware we have already entered a contract. McBrien said it was done over the summer. She said the meeting is now overtime and we will come back to this discussion next week

## **10. DISTANCE EDUCATION**

Tejada and Opsata said the Chancellor is working on a District-wide Distance Education Plan and has asked them to get the pulse of what distance education means to the entire district. She is doing this at the same time as the visioning project and use that information to help write the District DE plan. The goal is to have it done by the end of 2016. He said there is a meeting at District this Friday about the visioning project. DVC will write one when the District's is complete and will align with it.

## **11. COLLEGE COUNCIL REPORT**

Freytag said Laurie Lema presented to College Council her research and some ideas for approaching writing our Education Master Plan. He said they voted to have Lema work with RPEC to close out the current Ed Master Plan and will take the report to College Council for review. He said they discussed how they view the relationship between our Ed Master Plan, our Strategic Plan and our mission statement. They also talked about developing a vision statement. He said the mission statement is why the college exists and the vision statement is how we see ourselves in the future.

Freytag said the College Council has been discussing our innovation process and how it will align with our Program Review and funding processes.

Freytag said Obed Vazquez from the Program Review Committee, came to College Council and discussed Program Review, and presented new committee and membership structure as well as a new rubric. DISCUSSIN He said College Council is also reviewing the rankings for 15-16. They heard a little bit about the re-envisioned Tech Committee to have a more instructional focus. He said they looked at the State of the College Report. Some of the priorities that are in the report have been incorporated into the Box 2 process. Those priorities are developing equitable pathways through the college, enhancing DVC as an equitably inclusive college, and putting equity in the center of the college. The priorities will also be considered in Program Review rankings.

McBrien thanked Barlow for his work on the State of the college report by combing through all the college reports. She asked Council to bring feedback to the next meeting on the State of the College Report. She said we do need to revisit our Senate goals but we will wait until the priorities of the college are done. Freytag said the first scheduled forum on the report is next Wednesday at 2 in the Diablo Room. He stressed that Council should thoroughly read the report.

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

McBrien informed Council the ACCJC has sent out a request for colleges, senates or even individuals to write letters of support for the Commission. She said she does not think the Senate of the college will write one but individuals can if they so choose. She pointed out the request did say "The letter may include both strengths and weaknesses of ACCJC's accreditation process"

McBrien said the first two TEN trainings have been scheduled. She reminded Council we are working with TEN as part of equity training for part-time faculty. It is open to full-time faculty also but part-time will be given the opportunity to enroll first.

McBrien reported that e-cigarettes have been added to our smoking policy but we are waiting for a state decision if they will allow college campuses to enforce fines.

## **13. ADJOURNMENT**

There being no further business the meeting was adjourned at 4:15 p.m.

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*