

**ACADEMIC SENATE COUNCIL MEETING
SEPTEMBER 19, 2017
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), 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), Janith Norman (Part-time)

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

GUESTS: Rachel Westlake, Isaac Norman, Mark Akiyama, Lisa Orta, Laurie Lema, Beth Hauscarriague,

1. APPROVAL OF AGENDA OF SEPTEMBER 19, 2017 AND MINUTES OF SEPTEMBER 12, 2017.

It was MSC to approve the agenda of September 19, 2017. The following members all voted aye: Freytag, Moe, Keating, Seefer, Canada, Blair, Vela, Kiely, Koblik, Sporer, Taugher, Moultrie, Flores-Lowery, White, Smiley-Ratchford, Norman and Larson. No nays. No abstentions. Approved.

It was MSC to approve the minutes of September 12, 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, Norman and Larson. No nays. Approved.

2. PUBLIC COMMENT

None

3. COUNCIL COMMENT

Seefer informed Council it was Patrick Moe's birthday. Council wished him a happy birthday.

Freytag told Council he has looked at a textbook program called Inclusive Access through UC Davis. It is a textbook model in collaboration with top publishers that converts books into digital content. All students in a class buy into the content, turns each class roster into a buying group, with the purchasing power to demand better pricing in exchange for enrollment volume. A lot of colleges both public and private across the country are using this and are reporting it works very well. Freytag said he wants to agendize this and look at our college for participation in the program. He will send out links with more information.

4. ANNOUNCEMENTS

Patton announced tickets are now on sale for the Fall 2017 Dinner Theater on October 20 for the production of The Mystery of Edwin Drood. She said seating for the dinner is limited so get tickets soon.

Flores Lowery gave up dates on current athletic programs. Women's soccer has had a good start to the season and are playing here today against Delta. Men's Water Polo is overall 3-3 and they play at Modesto tomorrow.

Women's Volleyball is overall 5-4 and they play Sierra here tomorrow. And the Football team will play this Friday here against Feather River.

McBrien the State Chancellor's Office has announced DVC is #1 in the state for the total number of associate degrees for transfer; #2 in the state and #16 in the nation for the best two-year colleges for adult learners; and are in the top 5 on the EDSMART List for graduation and transfer rates.

5. APPOINTMENTS

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Mark Akiyama
Jim Blair
Mike Chisar
Lupe Dannels
John Freytag
Claudia Hein
Dan Kiely
Kris Koblik
Beth McBrien
Becky Opsata
Rene Sporer
Tina Wade
Justin Wembes

Faculty Development Committee

Teresita Saechow (Nutrition, CTE)
Henry Neidermeier (Communication, adjunct)

Scheduling Committee

Paul Pitner (Social Science Division)

It was MSC to approve the appointments listed above. The following members all voted aye: Freytag, Moe, Keating, Seefer, Canada, Blair, Vela, Kiely, Koblik, Sporer, Taugher, Moultrie, Flores-Lowery, White, Smiley-Ratchford, Norman and Larson. No nays. No abstentions. Approved.

6. INTEGRATED PLAN (3SP, DEVED, EQUITY PLAN)

A list of Integrated Plan goals was distributed. Akiyama said the goals were chosen to focus on multiple measures, Developmental Education, 3SP and the Equity Plan. He said as they move along they will be aligning with the EMP. Akiyama reviewed the goals with Council. They 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 placed in their first year, to increase the success rates in degree and certificate attainment and transfers, and develop the colleges capacity for student centered approaches and practices through professional development, campus based research and providing innovation resources.

Akiyama said they are working on a process for applying for funding for initiatives that fall under these programs. Freytag commented that someday he would like us to develop a universal template for funding applications because now the same information is asked for on different applications for different program funding. He said it would need to be designed to adapt to include unique requirements for each program.

Orta emphasized that this is a plan that is required by the state. They are working to complete it and turn it in by the deadline in November. Their charge was to look at overlaps in the 3SP, Developmental Education and Equity Plan overlaps. Any processes related to the plan will be developed later. McBrien told Council to get feedback on the draft plan and it will be on next week's agenda for endorsement.

7. EDUCATIONAL MASTER PLAN

Freytag explained an overview of the process for developing and approving the EMP.

Lema said this plan will impact the direction of the college and the college goals by guiding implementation of new initiatives and funding as they come out.

Freytag asked how many Council members read the report and only a few had. He stressed the importance of the report and to get feedback. It is only about 20 pages.

Lema gave an overview of the report. First is the introduction and background which sets the focus and shows the interconnectedness of the colleges work. Next it states the college mission and values and then the college vision statement and some background as to how it was developed. Next are the vision statements for the 4 stages of the student experience – connection, entry, through and out. The plan then talks about the Guided Pathways pillars of clarity, intake, support, and learning. It then covers the RP Student Success Factors that must be woven throughout the stages of the student experience. The success factors are directed, focused, nurtured, engaged, connected, and valued. The plan then includes the results of our environmental scan, an analysis and a summary. The scan lists data for the community, the college, and the student experience. The next section is about the transformative process and it's framework for the college. Transformation conditions for both a cultural and a structural transformation are then described. The next section is about tracking our transformation and reviews the goals which will be used to measure our progress. The details on how we will work to achieve those goals will be in the Strategic Plan. A conclusion of the plan with recommendations and next steps finished up the document.

Lema said she will come back to the next Senate meeting to get feedback.

Seefer asked who the survey went out to. Lema said it was to all employees. Seefer said the subject line for the survey email said "Plan for the Future" which did not convey that it was a link to the survey. Also, the email had a lot of text and the link at the end. Council decided the survey should go out to each of the constituencies and their leaders with a clear subject line and the link at the beginning of the email.

8. 16 WEEK SCHEDULING BLOCKS

Westlake provided an overview of the block scheduling being developed for the change to a 16-week semester. She said class times will need to be increased. Right now class times are 1 hour, 20 minutes with a 10 minute passing time. Westlake explained how they calculated the block times for the 16 week schedule.

Westlake reviewed some samples of block scheduling. She then reviewed Patterns for General course scheduling that shows how classes of different length could be scheduled for either 1, 2, 3, or 4 days a week. She added that morning labs would start 10 min early from 7:50-11am to comply with required hours. She said these documents are to give departments ideas when scheduling their classes in the 16-week semester. She said the blocks from 8 am – 2pm align so class times will not overlap. Afternoon and evening schedules can be more flexible. She said we can also think about Friday, Saturday or even Sunday classes too.

Sue Handy commented that the start time for most evening classes is problematic for students who work until 5pm.

Westlake commented that we have seen decline in evening classes and an increase in online classes that provide flexibility for working students.

9. COLLEGE COUNCIL UPDATE

Freytag said the College Council has been reviewing and discussing the college committee handbook. It has not been updated in a few years.

Freytag said CC is also discussing the role of their Council and RPEC in college planning.

Freytag said the CC has accepted a draft of the RAP and will be reviewing it and make any needed recommendations. He will send the draft RAP to Council to get feedback.

Freytag said CC has been working on the college innovation process and how to make the request process more transparent and accessible. He said we have not yet evaluated the ones that were approved previously but they will develop a process for evaluations. He said the CC has been the body that has reviewed innovation requests but they are not sure that is the best use of their time. He said their goal is to have a process approved before we get a new president in January. Freytag explained the process will now also include some categorical funds. The budget committee will identify 8% of funds from 3SP, Developmental Education, and Equity for inclusion in the RAP for requests in Program Reviews. McBrien added that requests for funding in PRs are not too nimble so there are discussions about how to process requests that are needed quickly. Freytag said they are also working on a

streamlined application process to reduce redundancy in having to provide information for requests from different funding sources. Moultrie asked how CTE funding will be accessed. Westlake and McBrien said they will look into that.

10. AS PRESIDENT'S REPORT

McBrien said there have been 2 meetings to work on curriculum mapping for pathways. She asked Koblik to talk about how the second meeting went. Koblik said it went well and they had good discussions and worked on some draft mapping. She and Becky Opsata will start to look at the drafts that have been submitted so far.

McBrien reminded Council about the GE Speed Dating Session coming up for mapping of GE courses.

McBrien said in Consultation she discussed the Mac and IT use issues such as Wi-Fi access and servicing personal computers that Taugher brought up at the previous meeting. She said Wieden will talk with John Nahlen about these issues.

McBrien asked Kiely if the DE Committee has come up with classroom standards for technology. Kiely said they came up with that about 2 years ago and Percy Roper is using it as a guide for purchasing new classroom technology.

McBrien asked Council if they had any feedback on the 16 week calendar schedule the UF put out. There were no comments from Council. McBrien thanked everyone who attended the meeting the previous week with the UF. She said it was a good meeting and she felt the UF listened to everyone's comments and suggestions.

11. VPI REPORT

Westlake said a good number of responses to the survey on classroom design were received. She said next there will be user group meetings for more specific needs. She said also the workgroup is learning about options for furniture and classroom layouts. She said there will be a day long workshop to look more closely at the options. Westlake said the consultant is putting together a website that will house all the data they are using. After actual designing has begun, prototypes will be constructed to get a more 3-D perspective.

Taugher asked if the timelines for building remodels and new building construction aligned. Westlake said they are not coordinated together but they are parallel.

Freytag said a couple innovative designs he has seen include smart boards but they are very expensive. Another he said solves the issue of screens usually placed in front of whiteboards. He said there are walls that can be written and projected on so one won't block the other. Moultrie said she has seen classrooms that have moveable walls to reconfigure classes as needed and they are all writable.

13. FACULTY LECTURE SELECTION PROCESS

Due to time constraints this item was postponed but McBrien asked Council to think about a selection process and criteria for the Faculty Lecture.

14. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

