

**ACADEMIC SENATE COUNCIL MEETING  
DECEMBER 7, 2021**

**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:** John Freytag (President), Lisa Smiley-Ratchford (Vice President), Sangha Niyogi (Social Sciences), Bridgitte Schaffer (SRC), Emily Moss (Library), Susan Parkinson (Biology/ Health Sciences), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Anthony Gonzales (English), Alan Haslam (Representative-at-large), Kris Koblik (Professional Development), Concha Gomez (Math/Computer Science), Taylor Harrison (Counseling), Jackie Ponciano-Babb (Kinesiology), Gargi Kulkarni (Adjunct), Leo Bersamina (Applied and Fine Arts), Joann Denning (CE), John Matthesen (Adjunct)

**ABSENT:** Daniel Kiely (Corresponding Secretary)

**GUESTS:** Carissa Craig, John Hanecak, Anne Kingsley, Jason Mayfield, Troy Bennett, Katy Agnost, Claudia Hein, Kim Schenk

**1. APPROVAL OF AGENDA OF DECEMBER 7, 2021.**

**It was MSC to approve the agenda of December 7, 2021. The following members all voted aye: Smiley-Ratchford, Schaffer, Moss, Parkinson, Gerken, Seefer, Gonzales, Koblik, Niyogi, Gomez, Harrison, Ponciano-Babb, and Kulkarni. No abstentions. No nays.**

**It was MSC to approve the minutes of November 23, 2021. The following members all voted aye: Smiley-Ratchford, Schaffer, Moss, Parkinson, Gerken, Seefer, Gonzales, Koblik, Niyogi, Gomez, Harrison, Ponciano-Babb, and Kulkarni. No abstentions. No nays.**

**2. PUBLIC COMMENT**

Carissa Craig, Basic Needs Advisory Group representative on behalf of Emily Stone, announced starting last spring through this fall they've been piloting a basic needs intake survey. They worked with faculty that were already sending out surveys on this topic and developed a survey based on Starfish surveys that had previously been sent out. Question topics include housing insecurity, food insecurity, mental health needs and many other support services we offer students. The goal is to connect them to resources based on the responses. This survey will be opened up to all students in the first two weeks of the spring semester. The survey notification will include links to available resources. They will come back to Senate towards the end of spring to provide an update.

Wendy Brill-Wynkoop, FACCC President, said she started a two-year term in June and is trying to attend Senate meetings around the state to introduce herself and to let local academic senates know how the FACCC can support them with issues about legislation. She emphasized the need for faculty advocacy in legislation related to education and curriculum, especially with much of the recently proposed legislation that has been introduced. In the spring, they will be offering trainings on legislative advocacy in partnership with ASCCC.

Emma Rogers, /Interim DE coordinator, addressed concerns that faculty, staff and students needs will have a clear voice about the redesign of LA classrooms. Rogers shared a diagram of the current configuration of the LA classrooms that are completely outdated according to updated standards. As we want to improve teaching practices in these times and thinking about multimodal learning, we need our classroom spaces to reflect more dynamic, collaborative and adaptive learning and teaching styles. In addition, the classroom configurations as well as the furniture are not ADA compliant. The English department created a proposal to address some of these concerns especially the furniture. It also includes recommendations for classroom technology that is more adaptive to various classroom dynamics. Students were surveyed and they mirrored the inadequacies faculty have pointed out. This is also an equity issue. Students are not feeling fully embraced in these classrooms.

### **3. COUNCIL COMMENT**

Gonzales thanked Rogers for bringing up this topic and said he supports everything in their proposal. The state of some of our classrooms before the pandemic was already unacceptable.

Harrison said several counselors have heard from adult students that are working or have other responsibilities that are having trouble putting together class schedules that really work with their lives. Particularly, if they want to have a fully online schedule. Students have been encouraged to speak to the departments where they're having these issues with their schedules. Counselors would like to share this information more broadly so we can collectively think about responding to students' needs, and have more ongoing and frequent efforts to really have a pulse on how students are feeling as they're registering for classes. Council members expressed the ongoing apprehension, anxiety and uncertainty about how to move forward with their schedules.

Koblik shared that several members in her department have been working very hard to develop online degree pathways over the course of the pandemic and, have put a lot of focus, effort and energy into those efforts. The recommendations from the Scheduling Committee seem to be high in the in relation to the work they have done in their department to revive their program.

### **4. ANNOUNCEMENTS**

Kim Schenk acknowledged the wonderful event that took place the previous day when we dedicated the mural on the ACL. It was very well organized and well attended. It was a wonderful acknowledgement about the talent of our students in their heart.

Anne Kingsley announced there is an upcoming peer online mentorship showcase with a cohort of faculty who have been moving through the online mentor program this the upcoming Friday from 11-12:30.

Freytag reminded Council that the State Senate is recommending local senates have a legislative liaison. A couple of Assembly Bills that have recently passed are problematic so if anyone that likes paying attention to what's going on in Sacramento and the bills being discussed, please let him know. We need to figure the best way to integrate that position with our current Council structure

### **5. APPOINTMENTS**

None

### **6. VPI REPORT**

Kim Schenk said we have been having issues with Amazon web service app for Ready Education. This has been an issue statewide. She said everyone needs to be paying attention as closely as possible to any announcements that are coming out about that. We got authorization from the Apple app this week. We are still working with Google around an android version. At this time, there is a workaround that is a two-step process. They've also been discussing having Covid kiosks so as people enter campus it will help them understand our requirements for being on campus. It is still taking three days to get the vaccine verification approvals so let students know if they are experiencing a time lag. Schenk said we are continuing our activities with the interact project. They are looking at two companies. When we are thinking about the student journey and analyzing the processes that get our students to and through our institution, the consultants have broken it into various parts of the student journey. They are leaning towards CCC Apply. They are looking at how the messages that go out to students when they receive their ID number and what kind of follow up happens. We learned that the faculty voice was missing and people articulated clearly that they wanted to have faculty input as they hear about the issues that students are running into to help design better solutions. . The next opportunity we have is on the 13th and the 14th of January from 9-4 each day. This is open to both full-time and part-time faculty and they will be compensated since it is outside of their work schedule.

Schenk thanked Harrison Rogers for bringing forward physical classroom issues and referencing the classroom standards that were established. We will begin to convene the user groups and this s information made a huge star

Schenk said she has talked with Todd Hampton to get clarity on the timelines for furniture that has been ordered. She said it is her understanding the Measure E funds will be used. The timelines for furniture delivery are three to four months at this point. As everyone knows, the supply chains are very backed up.

## **7. FUNDING “CONSUMABLE” SUPPLIES**

John Hanecak updated Council on some of the work the Budget Committee did over the past year. They were requested by the Program Review Committee, the College Council and the administration to try to ensure the administration will commit money needed for consumable classroom needs. These are not permanent supplies but, things that need to be replaced on a regular basis. They have been looking at how much it costs to run various classes. They will take this information back to the administration so you will no longer have to make all of those program review requests to augment your operational fund budgets. They looked at six different departments, asking them to complete a form that was adapted from one that was originally created by Oceanography and Biology. Examples of consumables include materials consumed in labs, materials in the classroom like chalk, whiteboards markers and paper. Field trips are another example of a consumable because you can't reuse it the next semester. Council discussed with Hanecak and Hampton what programs would be included. Todd Hampton said this is a complete potential redesign of how we budget the College. With this process, we can build a tool that will allow us to populate 90% of our budget based off of scheduling of classes.

## **8. 4CD FUNDING ALLOCATION MODEL**

Hampton updated Council on some of the conversations he has been having with his counterparts from the other colleges and District about an allocation model. The allocation model as agreed to several years ago was that DVC gets approximately 54.8% of the district funding that comes in, based on FTES. In addition, we are currently under hold harmless.

The context in which he is starting to hear changes has revolved around some of our funding for enrollment recovery. It is about a \$10 million multi-year project. and the funding of course since the

district doesn't have fun any of the colleges have funding for this project came largely from the higher education relief fund offsets for lost revenue that we incurred last year. That's unrestricted money, another allocation the State issued was an immediate action budget package that included a student retention and outreach funding to help districts support their efforts to increase retention and enrollment and to recover some of our last. They met to talk about how to divvy up those funds and at first they were going to use the existing model. But an argument made by one of his counterparts that the allocation model should be altered for this small amount funding that's coming in for enrollment and that CCC should receive greater than their allocation which obviously drops the DVC allocation. They are citing equity and they serve a different population. He made the argument that when the bills come in, we're asking DVC to pay 55% therefore. when revenue comes in, we should continue to follow our current allocation model. They agreed. However, when the CFO weighed in, he presented several options on how we can divvy it up but that is not what the group discussed at the initial meeting. The suggested options have come up at a subsequent meeting and there was pushback that we should not have one-offs to our funding model at this time. When the Student Centered funding formula comes into play in theory in three years you will lose 7 to 9 million or so from earned funding. But, the discussions that are happening right now about what potential changes we should make to our allocation model are important as we get closer to being taken off of hold harmless protections. But that is three years from now and he wants everyone to know he is concerned that there are conversations happening in multiple meetings across the district, where it is being put forth that DVC is being given too much money. He will keep pushing back but the CFO and his counterparts keep advocating for changes. He wants to get solid data on what it costs us to run our classes and the college that will help his argument of why the allocation model should more heavily favor DVCs population. He wants to make sure the Senate knows what is happening in these meetings because faculty are not part of them.

Freytag said there's all sorts of pots of money but, most of us don't know really know where and how the money comes in. A high percentage of our allocation of our funds go to salaries. Our sister colleges have a high number of managers and administrators. When you look at the FTES at CCC, the number of administrators is very top-heavy. Hampton commented that when you have a bloated administration, you have bloated support staff. He said the reason the allocation model hasn't changed is because the allocation we're getting from the state hasn't changed even though we all have fewer students than we did previously. The fact of the matter is the district is getting as much as they are is because everyone's enrollment was so high in 2017 because we borrowed so our number was artificially inflated but, that's been good for us.

Freytag said also the DVC Pleasant Hill campus in particular has buildings that are in horrendous shape in many cases. When a beam fell on the Art building, we had to backfill the cost to repair it just so we can move out of the building to begin construction on a new building.

## **9. CURRICULUM COMMITTEE REPRESENTATION**

Hein reviewed the proposed revision to the Curriculum Committee membership said there has been no changes since it was last at Senate. She said this is their attempt to have more people be part of the approval process and help the curriculum committee representatives.

<https://email4cd.sharepoint.com/:p:/s/DVC/DAS/EROyhiB8hSNPkvRQQGLIjw8BCCdgUifvp-YdiAPPLR2PrQ?e=G7JXcY>

**It was MSC to approve the It was MSC to approve the proposed revisions to the DVC Academic Senate Scheduling Committee. The following members all voted aye: Smiley-Ratchford, Schaffer,**

**Moss, Parkinson, Gerken, Seefer, Gonzales, Koblik, Niyogi, Gomez, Harrison, Ponciano-Babb, and Kulkarni. No abstentions. No nays.**

## **10. TUTORING ADVISORY COMMITTEE AND STUDENT CENTER UPDATE**

Katy Agnost shared a PowerPoint update on the Student Centers from the Tutoring Advisory Committee

In Fall 2021, they transitioned from 23+ tutoring areas across the college to interest area-based tutoring including the following:

- SRC ASC in-person and online tutoring + library
- Science and Health tutoring in PS 110 and online
- Math and Engineering tutoring in L200 and online
- PHC ASC tutoring in L150 until 9pm and online
- Arts, Communication, and Language tutoring in PAC and online
- Social Sciences tutoring online
- Business, Computer Science, and Culinary tutoring online
- DSS, Puente, Umoja, MESA, Veterans – offer cohort-based support

Tutoring is part of the student centers so students have community and ownership. It helps remove the stigma of tutoring. Food and events are also part of the student center life.

Faculty Tutoring Coordinators are a bridge between departments/interest areas and tutoring.

Social Sciences is offering tutoring in new areas.

There is Greater connection to what is happening in the classroom.

They encourage synergy and collaboration across the centers.

In spring 2021 they are Planning ahead to help students by Including student center information and links in Syllabi and on Canvas, Holding office hours in on-campus and/or virtual student centers;

Offering extra credit for students as an incentive to visit the tutoring/student centers; allowing students to access DVC Tutoring and NetTutor in Canvas navigation; Recommending strong students who work well with others and who represent the DVC student journey as tutors. They encourage faculty to Work with their Faculty Tutoring Coordinator on other ways to get involved with tutoring.

Some of the challenges they have ahead are Data collection, working on updating the tutoring budget that reflects previous tutoring structure

Ensuring Tutoring does not get lost in the larger conversation, and Anticipating student need and an increase in on campus presence and participation (on campus and online)

At this time they are offering on campus support in the ASC until 9pm. They encourage faculty to send students to announce she will be transitioning out of the Faculty Tutoring coordinator position. She assured Senate that the incoming Student Center Tutoring Coordinators are faculty positions.

## **11. 2022 ACADEMIC SENATE FACULTY LECTURER PROPOSALS**

Freytag said Council needs to discuss and select a 2022 DVC Academic Senate Lecturer. There were several nominations that were submitted. Council was given the opportunity to review and discuss the... nominations. They discussed the criteria and many Council members were supportive of more than one nomination. They discussed that historically there has only been one lecturer selected. However, after discussion, they agreed this year to select faculty for two separate lectures.

Council agreed after discussion, to allow each Council member to vote for the two nominees they have ascertained to meet the criteria.

**After further discussion, it was MSC to approve three faculty to present their two lecture proposals (1) Albert Ponce and (2) Lisa Orta/Anne Kingsley to present their lecture proposals. The following members all voted aye: Smiley-Ratchford, Schaffer, Moss, Parkinson, Gerken, Seefer, Gonzales, Koblik, Niyogi, Gomez, Harrison, Ponciano-Babb, and Kulkarni. No abstentions. No nays. Approved**

**12. ACADEMIC SENATE SCHOLARSHIP COMMITTEE/WORKGROUP**

Seefer requested to postpone action on this proposal until Patrick Moe, the Scholarship committee vice chair is present. Freytag said he will contact Leong to be present for any Senate Action on this item.

**13. SUPPORTING ON-CAMPUS INSTRUCTION AND SERVICES; SCHEDULING COMMITTEE MODALITY RECOMMENDATIONS FOR SU/FA'22**

A presentation was made at the Deans and Chairs meetings regarding requests and recommendations from the scheduling committee for summer and fall 2022. Council discussed questions and concerns from their areas and divisions about the reasoning on the recommendation of 75% in-person sections. Many of them are uncertain on how to implement the recommendations. They have been hearing students' needs, concerns, and anxieties, which are dealing with so many different challenges. Council discussed the many aspects impacting our students, the impacts of COVID and how we can best serve students.

**14. ACADEMIC SENATE PRESIDENT'S REPORT**

Freytag thanked all the faculty that have worked so hard in 2021 and wished hem a successful 2022.

**15. ADJOURNMENT 2:42pm**