



321 Golf Club Road
Pleasant Hill, CA 94523

ACADEMIC SENATE COUNCIL MEETING

FEBRUARY 2, 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), Patrick Moe (Vice President), Lisa Smiley-Ratchford (Corresponding Secretary), Susan Parkinson (Biology/ Health Sciences), Alan Haslam (Representative-at-large, Bridgitte Schaffer (SRC), Yvonne Canada (Counseling), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Daniel Kiely (Library), Joann Denning (CE), Anthony Gonzales (English), Kris Koblik (Professional Development), Rick Millington (Kinesiology), Sangha Niyogi (Social Sciences) Concha Gomez (Math/Computer Science) Liz, Maya, Natania Wong

ABSENT: Leo Bersamina (Applied and Fine Arts)

GUESTS: Mary Gutierrez, Kim Schenk, Anne Kingsley, Rick Robison, Kat King, Carrie Million

1. APPROVAL OF AGENDA OF FEBRUARY 2, 2021.

It was MSC to approve the agenda of February 2, 2021. The following members all voted aye: Moe, Smiley-Ratchford, Parkinson, Haslam, Schaffer, Canada, Gerken, Seefer, Kiely, Denning Gonzales, Koblik, Millington, Niyogi, and Gomez. No abstentions. No nays. Approved.

2. PUBLIC COMMENT

Katy Agnost said that tutors are available via Zoom through the Academic Support Center. The tutors can help with a course content across the College. They can also help students with like Canvas questions or accessing other support services. So if you have students in that need support but you are not sure how to help them, you can refer them to this service. She will send out the Zoom link. They are open Monday through Thursday 9-5 and Friday 10-2. They also will connect students to other online tutoring across the college if needed. Freytag added that this is a great reminder that it's so important for instructors to remind their students about all of the resources that we have available on campus.

3. COUNCIL COMMENT

Gerken said at the end of last semester this body had a discussion about providing tablet like devices to faculty and putting requests into Program Review. He said there are several people in his area that are very interested in having them as a tool to help with their online teaching. They would like to know if they can request these devices through Program Review instead of laptops or desktops. He said he is not sure if this body should address this or turn it over to the Technology Committee.

Freytag said this is something that should go to the Technology Committee to assess the issue and make recommendations.

Niyogi said she received a comment from a social science faculty about the need to offer the “W” option for students until week 16, no questions asked. They think the process involved is unfair during our current conditions. Freytag said he will follow up with the registrar.

Schaffer reminded Council of their discussions about designating the second week of February as anti-racism pledge week. The three colleges’ Academic Senates have voted to endorse this. She asked that this body discuss this effort more at the next meeting. Freytag told Council the FSCC has been working on an email announcement to send out the following week. The email will include information on professional development opportunities and additional information about the initiative. He knows there are a lot of events being planned that support this and to let him now about those so the senate can promote those events.

Yamato said a faculty member contacted her and was concerned with the anti racism pledge and privacy and some other issues related to this. She shared that as an HR rep at a private sector company, she was forced to push back on employees that resisted a similar effort. She said her constituents were very disappointed that this was drafted and sent out for comment, and no changes based on the comments were approved. There is also concern with the timing of submission for review and comment was short.

Yamato said she has been receiving a lot of communication about DVC account access for adjuncts and retirees. Not only do they need some access to their records, they also should have access to information on the current situation we are facing. Freytag said he will provide some updates on discussions he has had with the UF and District about this issue.

4. ANNOUNCEMENTS

Smiley-Ratchford said February is Black History Month and the college website has many planned events posted, taking place both on and off campus, and it is being updated all the time. There are still opportunities to include any events that you know about or events that are taking place in your departments or areas that you would like advertised.

Denning announced on Monday, February 8 from 11:30 to 12:30, CTE is hosting speaker, Robin Kincaid, who brings her 25 years of experience in productions working for various clients, including major networks, both nationally and internationally, ranging from documentaries, corporate projects, cable networks, reality TV, commercials, sporting and live events.

Moe said the terms of the DVC Academic Senate President and Vice-president are ending in June 2021. He shared that he has already talked with the current senate president and corresponding secretary that he does not plan on running again for the office. He commented that he had come into the office for two years but had no idea that one of those years would be 10 years long! He plans on staying involved in other ways.

Smiley-Ratchford shared that she has enjoyed working with Moe and Freytag in the position of corresponding Secretary. She has share with Freytag and Moe that she plans to put her name in for the office of DVC Academic Senate Vice-president.

Freytag said it seems appropriate at this time to announce he plans to run for a second two-year term as DVC Academic Senate President. He shared that he has learned so much through his time with the senate council and he has enjoyed working with a dedicated group of faculty.

5. APPOINTMENTS

Freytag informed Council that DVC faculty are needed for two management hiring committees. Needed for each position hiring committee: Two faculty for paper screening, one faculty for interviews.

Communications Committee

Nick Vasalla

Distance Education Committee

Chuck Shackett

It was MSC to approve the appointments listed above. The following members all voted aye: Moe, Smiley-Ratchford, Parkinson, Haslam, Schaffer, Canada, Gerken, Seefer, Kiely, Denning Gonzales, Koblik, Millington, Niyogi, and Gomez. No abstentions. No nays. Approved.

5. UPDATE ON PLANS FOR COLLEGE MANAGEMENT REALIGNMENT

Lamb reviewed that she has presented to the Academic Senate as well as Classified Senate, departments and individual faculty and other employees, to share the progress on this effort. She said we started working on interest areas and guided pathways about five or six years ago. We have been moving this effort along but we have hit an obstacle. Our management structure is not aligned to fully support the departments within our structure, and to support the success teams and support all of our students. It is also why we need to support guided pathways moving forward, keeping in mind our values and goals, making sure that we're facilitating collaboration between student services and instruction. At the same time, we need to make sure there is workload parity at the deans and VP level.

Lamb reviewed a diagram and spreadsheet on revised realignments she is proposing in response to feedback from various college interest groups. She emphasized the proposals she is presenting are not final and can be realigned.

Council members reviewed and discussed the current management realignment, as proposed by Lamb and provided feedback from their specific areas. Lamb took note of the response and will take it into consideration. She will update the spreadsheet based on feedback and send it out soon.

6. VPI REPORT

Gutierrez reported the enrollment report of 2/1/21 shows SRC is up 14% over last academic year at this time. However, aggregated with the Pleasant Hill campus and SRC together, it is down 13.5%.

Gutierrez said we are putting together search committees for the two open dean positions in the next academic year. One is for the arts and communication Dean. Toni Fannin chosen to return to her love of teaching and the classroom and, as you just heard from Susan we are going to be going ahead and moving forward with a new Dean.

Council asked clarifying questions about the upcoming processes for hiring. Gutierrez told Council she will respond to their feedback, questions and concerns at the next Senate meeting.

8. REPORT ON 12/10/20 USC EQUITY ALLIANCE

This item was postponed.

9. DISTANCE ED. TEAM UPDATES: ACCESSIBILITY TOOL ALLY

Carrie Million shared information about a tool that scans documents uploaded to canvas for accessibility issues. It then scores the document and provides guidance on how to fix any issues. This is not visible to students and is to be used for self-evaluation. She explained how it works with various types of documents such as PowerPoint and Word. Announcements are going out with links to the tool and other supporting resources. She said they want to hear feedback as people start using it. There is a team of accessibility ambassadors that will be getting trained on how to use it and they will be available for help.

Schaffer said she has had some frustrations while trying to post pictures. She is prompted to fix something that she already fixed. Million said there are some other tools that could be used to help with posting of certain documents or images.

Gomez said she was part of a pilot run and she did get frustrated but as she worked through it, she was able to find fixes. She said if you have problems, it is not the end of the world.

Council discussed how to keep original documents in case you want to go back to it and make changes and repost it. Anne Kingsley said they are still learning what is the best workflow for time and efficiency when using the tools.

DE Committee members explained some of the other tools available and some of their pros and cons. They will send out updates on those tools and other resources.

10. SENATE COUNCIL GOALS FOR SP'21

Freytag pulled up the Senate Goals. He said he would like to discuss them in light of the conversation that took place the previous day at the joint academic senate meeting about the Anti-racism pledge. He said the classified senates have asked to participate in the forum on what it means to be an anti-racist institution scheduled for March 1.

Freytag said he wants to look at the goals and see what opportunities we have through this work to work towards our goals.

Niyogi said we already do a lot to further our goals and work on anti-racism but often there are communication gaps and integration gaps. So the student equity and success committee are engaged in a project to have a live timeline showing all the initiatives and events to inform and help find those opportunities. Freytag added that they are working on how people can submit their information.

Freytag said they are also discussing whether or not the anti-racism pledges should be public. There is concern with making them public but there are also conversations about people being accountable for what they committed to.

Sefer said there needs to be a decision on whether we use the term anti racism or anti-racism (with or without a hyphen). She thinks it is important we are consistent.

11. ACADEMIC SENATE PRESIDENT’S REPORT

Freytag said we have heard about adjunct faculty who are not currently scheduled for the following semester, losing access to their DVC email accounts, Canvas and other platforms where they have information on their classes documented. He said a concern had been raised about retirees losing access also. He has since found out that is incorrect and retirees do maintain access. He has met with Satish Warrior and Mojdeh Mehdizadeh about the part-time email access issues. They discussed what is possible with the system we have. The system we have makes it difficult to temporarily suspend accounts. The UF is currently working with District on a suspension of the current policy on adjunct’s emails and other access, for one or two semesters. It has been expressed in these discussions about the importance of information that is sent out to all faculty from the district or the College regarding policies, campus COVID updates, etc. He added that they also lose access to their HR records which is problematic if they need to access those records for their future plans. He thinks there will be an agreement about this within a couple of weeks. However, there are still issues with the email program and how we could make changes. Freytag clarified there are two different processes involve with this, the policy and the limitations of the technology. The process of updating faculty lists is manual. However, the process for adding faculty to the systems, is automatic when they are scheduled to teach a class.

Parkinson said this has been presented as a new policy but now it sounds like it is a long-standing policy. Freytag said as he understands, this is a fairly recent policy. He added that with our current situation, our enrollment is down and adjunct are particularly impacted so this issue has come to the forefront. This situation will continue to be discussed and addressed.

12. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Academic Senate Administrative Secretary*

