

ACADEMIC SENATE COUNCIL MEETING

OCTOBER 19, 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), Alan Haslam (Representative-at-large), Daniel Kiely (Corresponding Secretary), Bridgitte Schaffer (SRC), Emily Moss (Library), Susan Parkinson (Biology/ Health Sciences), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Anthony Gonzales (English), Kris Koblik (Professional Development), Concha Gomez (Math/Computer Science), Taylor Harrison (Counseling), Jackie Ponciano-Babb (Kinesiology), Joann Denning (CE (Career Education)), John Matthesen (Adjunct), Gargi Kulkarni (Adjunct)

ABSENT: Lisa Smiley-Ratchford (Vice President), Sangha Niyogi (Social Sciences), Leo Bersamina, (Applied and Fine Arts)

GUESTS: Percy Roper, Kim Schenk, Susan Lamb

1. APPROVAL OF AGENDA OF OCTOBER 19, 2021.

It was MSC to approve the agenda of October 19, 2021. The following members all voted aye: Smiley-Ratchford, Schaffer, Kiely, Moss, Parkinson, Gerken, Seefer, Gonzales, Koblik, Niyogi, Gomez, Harrison, Ponciano-Babb, Bersamina, Denning, Matthesen, and Kulkarni. No abstentions. No nays.

2. PUBLIC COMMENT

None

3. COUNCIL COMMENT

Gonzales said some in his division are saying that in response to the Measure E update, there is going to be a need to formulate committees and to make sure that those of us who are working in multiple programs can advocate for and represent their programs to make sure that there is a platform for discussions. Freytag said Lamb will be in attendance for feedback on the Measure E update and he can ask her about the process then.

Schaffer said at SRC there is still confusion as to what the college is looking for in the Spring '22 schedule as far as modalities and how many of each they should schedule. They are also not clear about where that message should come from, whether it is from deans or the Scheduling Committee. She said as a personal example, she submitted a schedule for her department with about 21% in-person and hybrid sections. Her dean said that was fine, but their Scheduling Committee representative said the college is looking at something closer to 50%. It felt like a conflict between what the Scheduling Committee recommended and what the department chairs want. They felt like they were being held to a standard they were not aware of. She said they had a long discussion about this and talked about the pros and cons and the Scheduling Committee's reasoning. They understand it is a complex issue, but they want clear guidance from the College on what it wants the schedule to look like. She

is concerned she and others will have to redo their drafts. Freytag said he will forward Council the email that he and Schenk sent to division deans and department chairs. He will cc Council on any future emails that go out about schedule development.

Schaffer said a member of her division is on the Developmental Education committee and he said they are having discussions about the costs of textbooks. Some people use third-party online software that is expensive and cannot be rented and copies cannot be purchased by the college to supply for students so that creates a difficulty for students. She said on the other end, some people are using Zero Cost textbooks but sometimes the quality is not that good. She said as the emails are coming out about textbook requisitions for Spring '22, to include information about the average cost to students for textbooks and class materials to help them decide which books to select.

4. ANNOUNCEMENTS

Gonzales said Puente has organized an author visit by Victor Rios, author of "Human Targets." It is about the criminal justice system and its impact on Latino communities. It will be on Monday, November 8 from 11:10-12:35 via Zoom.

5. APPOINTMENTS

None.

6. VPI REPORT

Kim Schenk addressed some of the questions that came up at the previous meeting about tracking students' vaccination status. There was a question about what we should do if students are unwilling to upload their medical record into the system or if they are unable to. Schenk said if you have students who are struggling with the process itself online, send them to the Welcome Center for assistance. If a student is concerned about the security of their medical record the Welcome Center will refer them directly to Carla Molina, our new Dean of Enrollment Services. We have student records we keep very secure so she can assure the student their information is safe. The other question was about how the \$150 incentive would be delivered to students. It will be mailed from financial services to the student's address on file, so they need to make sure it is current and correct. Schenk said the vaccine mandate for faculty is still being negotiated.

Schenk said there was an email from Percy Roper that the VDI (Virtual Desktop Infrastructure) will be offline on Friday, 10/22, from 7am till 7pm. This is the system we are using to ensure students have access to our software in the cloud. She asked Roper for a schedule for the term when maintenance will be done so students can plan.

Schenk addressed the comments about the confusion that is happening around Spring '22 scheduling and modalities. She said the confusion reflects the complexity of the various disciplines and their response to our current situation. The Scheduling Committee had a robust and thoughtful conversation, and decided, unlike our sister colleges, they could not make a recommendation for a fixed number of how many sections of each modality should be scheduled. They felt it best to rely on faculty expertise in their disciplines to do what they think is best for their students at this time. They are also concerned about the students we have lost, especially a disproportionate number of students of color. We know we have populations we are not serving but we must balance our schedule to serve all students. For example, our student athletes need an on-campus schedule to accommodate their practice and competition schedules.

Freytag said what really caught the Scheduling Committee's attention was that there were several large areas that had submitted first drafts that were entirely online and asynchronous. The Scheduling Committee tried to nudge areas to diversify their modalities. For classes that have a lot of sections, they should be spread out between the modalities. This will also help us look at student retention and success rates in each modality.

Schaffer commented that if we want everyone to follow the recommendations for scheduling, it should come from the top down. It would give deans and chairs a way to tell their area they need to schedule more of certain modalities to comply with the college recommendations. She said she has spent a lot of time asking people to switch from online to in person with limited success. Freytag agreed but said it is quite different between the disciplines. Some of our sciences have had on-campus labs all along so they are much more comfortable being on campus now. Math also is mostly on campus with a few hybrids. He said other areas have had challenging conversations and it is difficult to find faculty to teach on campus. This situation is similar up and down the state. Also, some disciplines are finding it almost impossible to hire faculty to teach on campus

Gomez said we got a communication from the Chancellor about two distinct types of accommodations. One is the regular reasonable accommodations under the ADA for those faculty who might be medically vulnerable and have documentation from their doctors recommending that they need to stay online. The Chancellor had said the district was looking into a different type of accommodation for those people who might be living with someone who is medically vulnerable. She said we have not heard anything since, and her department is struggling with these requests without clear guidance. She asked if we would hear anything about this soon. Freytag said the issue is still in negotiations.

Koblik said another issue is the way our load allocation has worked in the past and it is still unclear as to whether students are going to respond to an in-person schedule. There are some departments that are playing it safe because traditionally it has been extremely hard for us if we lose sections to then try to increase fill rate and enrollment to build back programs and schedules. Areas might feel more comfortable scheduling a greater percentage of in-person sections if there was a guarantee, or at least a clear understanding of how load over the next couple of years would be allocated.

Koblik said she has wanted to build suggested schedules for students like guided pathways. However, when she really starts looking at it, it is overwhelming. But currently, with fewer F2F classes, it might be a good opportunity to work on more course packages.

Gonzales said faculty who are parents of younger children could be negatively impacted if they are teaching in-person and their child gets sick and cannot go back to school until they have tested negative. They cannot take them to day care if they are sick so they would have to stay home with the child. Freytag said this illustrates the importance of our ability to shift back and forth, even if we are scheduled for a hybrid or in-person, to have the ability to teach that class synchronous via Zoom for a brief period.

7. 2022 FACULTY LECTURER

[timeline, application criteria and selection processes](#)

Freytag shared the draft announcement calling for nominations for the 2022 Faculty Lecturer. He said we are making the selection this fall to allow for more time to submit nominations and then to give the person selected plenty of time to prepare their presentation for April. He said the Council decided a few years ago that both

adjunct and full-time faculty are eligible. He asked Council if they want to continue including adjuncts. They agreed to keep adjuncts for eligibility. He also asked Council if the statement that says “present a topic that is of wide general interest and broad relevance to students, college employees, and the general public” captures what we are looking for. It also mentions professional contributions, and do we want to keep that? Are we only looking for faculty that have been around a while and have many contributions to the college?

Seefor said historically, this was like an honor for someone, often right before they retired. She said as a group we need to decide what is the most important, is it a reward or an honor for someone who has contributed a lot, or do we want something innovative and exciting?

Parkinson commented that we do not usually get a lot of nominations and she wants to cast a wider net and including professional contributions might limit that. Council agreed to remove the request for professional contributions.

Freytag said someone raised the idea to ask nominees to submit a short Zoom video describing their topic. Seefor said it could be good to have a Zoom video since that is how they will be presenting their lecture.

Council further discussed what type of topics they are looking for. Freytag said he will make edits to the letter based on Council discussion. He said one other question to consider is do we want to have a small work group review the nominations and make a recommendation to Council or should the full Council review them and decide. Council agreed the nominations should come to the full Council for selection.

8. CAMPUS IT&S SERVICE LEVEL AGREEMENT

[Campus IT Help Desk Service Level Agreement \(SLA\).](#)

Percy Roper was in attendance to get feedback on the SLA and answer questions.

Gomez said in her division there is a lot of concern about equipment not owned by the college or district that is not being supported. One person pointed out contradictory statements about it. The agreement states that any equipment not district-owned, including but not limited to computers, printers, tablets, notebooks, smartphones, and third-party software are not to be connected to the College network or its resources. That contradicts the following sentence that states personally owned devices or equipment can only use the College personal WIFI network. Roper said the difference is you cannot connect to the campus-owned network, but they can connect through WIFI. With WIFI access, there are resources they will not be able to access such as shared drives. Gomez asked if there is some way, we can support adjuncts or even full-time faculty that bring their own equipment. Roper said that there will be a desktop in each classroom. Faculty can bring their personal equipment to the Helpdesk but they can only provide guidance, they cannot work on the equipment.

Council continued discussing access and support both on and off campus for adjuncts and the limitations. They also discussed some security issues.

Roper will update the draft based on the Council’s discussion and comments and bring it back for a final endorsement.

9. MEASURE E BOND FINAL PROJECTS FEEDBACK

[history and status of Measure E Bond funds and options for final projects.](#)

Susan Lamb was in attendance to hear feedback on the Measure E Projects Update. Lamb said she is looking for a recommendation to College Council and the reason for making the recommendations.

Gonzales said in English they want to make sure decisions that are for their area take into consideration that they have separate programs within English such as ESL (English as a Second Language).

Parkinson said some people in the Science Center do not want to prematurely lose office spaces there. They have an idea to keep the tower for now. Faculty that are losing offices when the building is demolished could have space to hold office hours in the Student Center or online. She said also Horticulture has been left out of the bond measures and they are in temporary buildings. Lamb said the demolition will not happen for 2-3 years so there is time to adjust. Also, the science building is over 50 years old and is not ADA compliant. She said we have been making some improvements in Horticulture with our capital projects funds as well as some Workforce funds.

Council discussed classroom size and what may be needed as we will continue with a lot of our classes online. They talked about larger classrooms are needed for in-person GE courses, but others do not need as much room because they are typically smaller class sizes. Also, hands-on classes really need to be on campus while GE classes are easier to offer online. We must try to predict what that balance will be as we move forward and see which modalities are working best for which classes.

Lamb said that she realizes there will not be consensus on which model to go with, but we will work to mitigate any negative impacts there are depending on which one we decide on. She knows people are naturally protective of their own areas, but she trusts that faculty will think about what is best for the college overall.

Freytag said this will come back one more time before it goes to College Council on November 3.

10. SENATE GOALS FOR '21- '22

Freytag shared the draft goals that Council reviewed at the previous meeting. He set up breakout rooms for each section of the goals. He said the groups can make edits to the document which will be compiled into one document and will come back to Senate at the next meeting.

11. ACADEMIC SENATE PRESIDENT'S REPORT

Freytag said he talked with our Curriculum Chair Claudia Hein and our incoming Curriculum Chair Troy Bennett and one of the topics they discussed was aligning our committee memberships with interest areas. He said the Curriculum Committee is already using the eLumen software, so they are ahead of other committees because as they transitioned all the curriculum over from the old system into eLumen, they aligned assignments with the interest areas. Now they are working on aligning the committee representation. He asked them to have the committee bring a recommendation to Council when they have a draft of the proposed new membership. Freytag said he will be talking to all the senate committees about starting to work on aligning their memberships with interest areas.

Freytag said the Scheduling Committee is meeting on Friday. They postponed their meeting from the previous week to allow time to analyze the data from the second drafts and look at the way modalities that had been scheduled. He said he realizes there has been a lot of frustration and confusion about recommendations from the Scheduling Committee about scheduling various modalities. He encouraged Council to review the Scheduling Committee agenda and to attend the meeting if they want to hear the discussions.

Freytag said he attended the Area B meeting for the ASCCC (Academic Senate of California Community Colleges) the previous week. He said he will send out the resolutions that were discussed at the meeting and will be voted on at the Plenary Session at the beginning of November. He asked Council to provide him any feedback or concerns they have with any of the resolutions.

12. ADJOURNMENT

There being no further business the meeting was adjourned at 4:35p.m.

*Respectfully submitted,
Ann Langelier-Patton*