

## ACADEMIC SENATE COUNCIL MEETING

NOVEMBER 23, 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)

**ABSENT:** Daniel Kiely (Corresponding Secretary), Leo Bersamina (Applied and Fine Arts), Joann Denning (CE (Career Education), John Matthesen (Adjunct)

**GUESTS:** Kim Schenk, Lesley Agostino, Claudia Hein, Troy Bennett

### 1. APPROVAL OF AGENDA OF NOVEMBER 23, 2021.

**It was MSC to approve the agenda 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.**

**It was MSC to approve the minutes of November 9, 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

None.

### 3. COUNCIL COMMENT

Niyogi said she is working with a group of faculty on a FLEX workshop spring22 that it would be led jointly by people from the Academic Senate and counseling faculty. The theme will be how to be successful in-person teaching and learning post-pandemic with a strong student perspective and how students will make these adjustments.

Niyogi reminded Council the welcome letters that many faculty sent out to students at the beginning of this semester were really appreciated and they kept in mind the context of all the different modalities and the clarifications and expectations for students.

Schaffer said at the SRC division meeting the previous week they dedicated about half of the meeting to a discussion in relation to Harrison's email and did an activity where they listed some of the concerns and

challenges, they have for those who are in person and are already facing and, then brainstorming solutions that could be implemented and they plan to continue that conversation as more people come back to campus.

Parkinson said in her recent department meeting they continued their discussion about what courses to offer online and their modalities. She said it seems like every time they have one of these discussions it spawns a whole bunch of new questions and because of that very few decisions ever get made. But one that came up is that we have been working under guidelines from District about having cameras on and we should not require it

because students do not have an option to take in person classes. She said there are a lot of questions about if we are going to build online classes for the future and are they going to look like online classes of the recent past or can we change and make requirements a little more stringent. She has reached out to Anne Kingsley and started a discussion about this.

Gomez said as we transition back, she is organizing a Flex workshop for math faculty to discuss remediation. The last few semesters have resulted in a lot of learning loss, but students are still advancing through the course sequences, so we need to meet them where they are at when they come to our face-to-face classes and figure out how to teach the course outline and try to predict the remediation needs.

#### **4. ANNOUNCEMENTS**

Niyogi said the last social justice event of the semester is on December 6 at 11am where they will be unveiling the new mural outside of the PAC (Performance Arts Center) with a reception following. Also, on December 6 at 4pm is a virtual event called Safe at home: Building Community and Solidarity presented by Shailaja Dixit and Kimberly Galindo from the Contra Costa Immigrant Rights Alliance. One of them will present on intimate partner and domestic partner violence that we have seen spike during the pandemic. The other will present on immigrant rights and safe housing for immigrants. There will also be a couple of students who will present on the topics of mental health and mental illness and health care in general for immigrants.

Freytag reminded Council the deadline to submit nominations for the Faculty Lecturer is December 3.

Freytag said Anne Kingsley asked him to announce there is now a link to the Canvas shell where people can contribute to the conversation around Distance ED development of the District Distance Ed Strategic Plan.

<https://docs.google.com/document/d/1vuINAQfG7KDiAf5RmZwJ90tKvvl8PxFodkdgvfJZHk/edit?usp=sharing>

#### **5. APPOINTMENTS**

None

#### **6. CURRICULUM COMMITTEE REPRESENTATION**

[proposal for Curriculum Committee representation.](#)

Claudia Hein and Troy Bennett shared and explained their proposal to realign representation on the Curriculum Committee to align with the interest areas. The nature of their work with course outlines of record and how those feed into scheduling and all those various pieces pushed them into realigning a little earlier than some other areas. So, a course itself is connected to its department and Dean, and its Curriculum Committee representative and eLumen must agree with what it says in Colleague. So, they looked at how many course outlines of record are assigned or developed in each area. She shared a spreadsheet that shows

the number in each area pre-alignment and after. Their bylaws currently state that they will have one voting representative from each division, along with the articulation officer, and the Chair, who only votes in the case of a tie, and then they have some non-voting members. So, with the realignment they had some areas shift or move from one area to another and their courses went with them.

Some areas were really affected by these changes and others stayed the same. So, they started with a discussion about what it means to be a representative, what does it involve and how does it all work and where do we need help. In their discussions they realized that some areas like Physical science and biological science and Dental are now considered one area so they would have lost a member of the committee. Biology wanted make sure their voice was not lost. They are a nuts-and-bolts committee, but it is still important that all voices are heard. So, they decided to leave Biological science and Dental as one area with one voting representative and Physical science as one area with one voting representative. So, they would still have 11 area representatives. Areas will be encouraged to determine a limited number of trained faculty to aid in moving Title 5 rewrites through. They will be part of the approval process in eLumen for at least one year. They will aid the voting member and in approving their assigned area revisions. At minimum, the voting member will attend the meetings and communicate priorities and discussion topics to their area. The voting member will serve a minimum 2-year term. They will revisit the membership in November 2022. There will be trainings during Flex for the various roles.

Koblik asked if the trained faculty member would be at tech review and if that should be included in the job description. It makes her also think about the inequity in administrative work for deans.

Hein said our previous web curriculum system did not allow for multiple representatives to approve things but eLumen does so they are hoping there is more of a focused effort from the discipline that is going through their Title 5 rewrites but, they would not have to attend the committee meetings. She agreed with Koblik that it would be helpful for the faculty member that approved courses to be at tech review.

Bennett talked about the kind of work the reps and chair do. He said it is not just a matter of going to the curriculum committee and sitting there and listening to the arguments, discussion, and voting. There is more behind the scenes work such as attending division council meetings. Part of the work of the helper would be to remind and shepherd and making sure the division faculty member with the expertise attend tech review.

Freytag said this will come back for a vote at the December 7 meeting.

## **7. VPI REPORT**

Kim Schenk said the enrollment recovery campaign, which is our district brand around the work that we are doing with the two consulting firms is ongoing. They completed their first process analysis workshop last week on Thursday and Friday from contact to admission for our students. All reports were that it went extremely well, and it was very well facilitated. The three colleges participated actively and there was great discussion. The feedback she heard at the VIP meeting was that in general when they conduct these things, they then can identify three to four early wins, easy things that people can do to improve their practices in the area. The consultant said for the first time, there were not any of those things that we are not already doing a tremendous amount of in the areas they looked at. They said it may not be as organized as it should be and they are not evaluating effectiveness. They said they do not concentrate on people; they concentrate on process and technology.

Schenk said on the Ready Education front, which is the software that is supporting our efforts to help our students take on ground classes by registering their vaccinations with us, Apple has approved the app. They are testing it right now so students with iPhones will be able to easily download that app and be able to do their daily health assessment and upload their vaccination status. As of the previous day, 8170 students have had their vaccination statuses approved for on ground courses in the spring.

Schenk said that day they sent out the last full-time faculty job announcement. District HR (Human Resources) will have all of them up by next week. The positions will start to close in late December and the paper screening, and the screening interviews will be early next year, and the entire process will wrap up in March.

Schenk said we have been talking about building ideal schedules. We are going to try to start to map our schedule so that we can present it more coherently to prospective and current students. She said Nicki Moultrie is putting together a Flex workshop and they are working on recruiting disciplines, a small, medium, and large discipline to participate in a pilot. They will be looking at data, discuss the programs, and then map all the sections over two years thinking about whether our day, night, and online populations and all the modalities that our students prefer and produce what we would call the ideal schedule. I will be a schedule that is set in stone for one to two years. And in some disciplines that are low enrolled, we will have an agreement to still offer the classes so students can know that they will be able to get through their program in two years.

## **8. SUPPORTING ON-CAMPUS INSTRUCTION AND SERVICES**

Kulkarni said there are English faculty that teach in the LC building, it has a non-functioning restroom, and the entrance area is being used for furniture storage This is not welcoming or supportive as they and students come back to campus. We need to make students feel welcome back on campus and help faculty feel enthusiastic about teaching on campus. She said one way we need to begin thinking about addressing the students concern is to offer the idea that these in person classes will still use a lot of online functionality.

Schaffer said we need a couple of workshops during spring and fall Flex for faculty and student facing perspectives. She said they have talked in their division meetings about how much classrooms have changed, especially technology and pedagogy. She said they have also had discussions about students' social anxiety. Niyogi suggested Schaffer could lead the first workshop where they would brainstorm about future workshops. Schaffer said she would be happy to help.

Harrison said she was in an in-person meeting for the first time since coming back and it made her realize there is going to be so many things we learn just as we are going through the beginning of the semester, for example, it is weird to not be able to click a button to react but now they must raise their hand.

She suggested we plan checkpoints throughout the semester to refresh or recalculate by looking at what we have been doing up to that point and the things we have been experiencing.

Gonzales said our facilities have been sitting unused for almost two years and they are going to need some deep cleanings. Also, so many classrooms are just storage areas right now with piles of furniture.

Freytag suggested for those that have not already been back to campus, to come in before classes start and work with their deans to make sure their facilities are ready for them on the first day of classes. He said on All College Day there will be a faculty panel, a student panel, and a classified panel of people who have successfully been taking or teaching courses or providing instruction on campus. The All College day will be in the PAC and people are encouraged to attend but it will also be streamed. They are also recommending

department and division meetings take place in- person. They are working on finding the spaces and facilities to be able to do that safely.

Freytag said he will copy Senate Council on an email that will be going out regarding discussions at the Scheduling Committee and the scheduling of various modalities as we look at summer and fall. The recommendation for summer is that at least 50% of sections are scheduled with an on-campus component, either fully F2F or with regular weekly instruction for hybrid sections taking place on campus. For spring, the goal will be at least 47%. This is for the whole college. Then for fall 2022 the recommendation is at least 75%. There is a caveat that areas can revert to their pre-pandemic scheduling modalities if they are vastly different than what we are they are proposing. For example, one of the areas that is always entirely online is our CIS (Computer Information Systems). He said they are working on the data now to see what percentage of our classes were online pre-pandemic. He thinks it is around 15-20%. He said we are also closely watching enrollment trends for spring to inform our future decisions. The work on scheduling for summer and fall is going to start in January. The Scheduling Committee meets one more time this semester and he assured Council that the committee is taking their decisions and recommendations and all the input that they are hearing from our students and faculty and those committee REPS are hearing, very seriously and they know it is a big decision.

Niyogi commented that some faculty wonder if everything stays online, will we become obsolete. Freytag said he knows of others that share that thought and ask if they are just content creators.

Gomez commented on the ability to shift or pivot according to student preferences in the spring. She mentioned earlier that there has been a lot of learning loss among students over the last few semesters. Her entire department is coming back to campus partly because they feel like students are not learning in these online courses. However, this fall they had a lot more face to face classes scheduled. But, then they ended up having to switch some of them to online. They noticed that in the more advanced math courses that had calculus 1 or 2 as a prerequisite, no one was signing up for them face to face. And, these were with some of the most popular instructors. So, several of the face-to-face classes were going to be cut for low enrollment but, then students could not get into the online classes because they were waitlisted. The department did not think the switch was a good pedagogical decision but they were trying to meet the demands of the students. She said she knows we need to increase enrollment in the spring but, we really need to think about how what is best for student learning and try to resist this temptation to just go online because that's where students want to be.

Schaffer said regarding the comment about becoming obsolete, online classes should never be “automatic” and there are some instructors that are doing just that. That is not good pedagogy. It made her think now that we have experienced going online, we should have next level discussions so that the instructor presence and the student presence is integral to the online course.

## **9. ACADEMIC SENATE PRESIDENT’S REPORT**

Freytag acknowledged the ribbon cutting event at SRC the previous Friday to celebrate their 15<sup>th</sup> anniversary and the opening of their new facilities. There were a lot of people there and the new facilities are amazing.

Freytag said we need to start looking at the representation on our senate committees to align with interest areas. But he would like to discuss the Scholarship Committee. As a senate committee they fall under the Brown Act rules. However, we need to think about if it would be more appropriate as a work group since they deal with confidential information and decisions. If they must comply with the Brown Act, it would be a privacy violation for the students. He said he will bring it back for further discussion as an action item.

Freytag shared a link to the resolutions that were passed at the Plenary Session. He will streamline some of the notes he took and send them out.

## **10. ADJOURNMENT**

The meeting was adjourned at 4:05.