



321 Golf Club Road  
Pleasant Hill, CA 94523

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**ACADEMIC SENATE COUNCIL MEETING**

**May 4, 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), Alan Haslam (Representative-at-large), Bridgitte Schaffer (SRC), Susan Parkinson (Biology/ Health Sciences), Yvonne Canada (Counseling), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Joann Denning (CE), Kris Koblik (Professional Development), Rick Millington (Kinesiology), Sangha Niyogi (Social Sciences), Leo Bersamina (Applied and Fine Arts), Concha Gomez (Math/Computer Science), Daniel Kiely (Library), Liz Mayorga (Part-time Faculty), Maya Yamato (Part-time Faculty)

**ABSENT:** Anthony Gonzales (English)

**GUESTS:** Jason Mayfield, Mary Gutierrez, Becky Opsata, Lindsey, Kim Schenk, Lesley Agostino, Despina Prapavessi, Claudia Eckelmann, Jennifer Tejada, Anne Kingsley, Lindsey Shively, Andrea Sorce

**1. APPROVAL OF AGENDA OF MAY 4, 2021.**

**It was MSC to approve the agenda of May 4, 2021. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Schaffer, Parkinson, Canada, Gerken, Seefer, Denning, Koblik, Millington, Niyogi, Bersamina, Mayorga, and Yamato. No abstentions. No nays. Approved.**

**2. PUBLIC COMMENT**

None.

**3. COUNCIL COMMENT**

Gomez said the feedback she has been receiving about the synchronous guidelines is that there is a lot of confusion and it needs more clarification. She said there is confusion about reviews sessions. Having a student feel like they were missing out was not okay so to her. That means if you're teaching asynchronously, office hours are the only synchronous things you can do. She said review sessions are important time for students to ask questions or go into depth about a specific concept or review for a test. She said office hours are different than review sessions. Office hours are appointments with specific students.

Seefer said her department has been meeting with representatives from business, culinary, computer science, and library technology to talk about the interest areas success centers. One question that has come up in these meetings is how we build synergy with the existing students success centers and learning communities such as Puente, Umoja, Mesa, the PUMA Center, the Student Veteran Resource Center, the Year Up program, and the FYE program. They discussed that it would be beneficial to have reps from those areas meet with interest area representatives. She said this is a big conversation

and she and Freytag talked about figuring out a way that we can use the expertise that these existing student success centers and learning communities have had in place for years, and to open up communication among the new success centers and the existing success centers and learning communities so that we can have conversations that include all interest areas at the same time. Seefer said they also talked about how the effectiveness of the new success centers will be evaluated. They would like to know how students will be checked in and out of the centers to monitor attendance. They also wonder how we can reliably link the earning of certificates and degrees to the time students spend in a success center.

#### **4. ANNOUNCEMENTS**

Niyogi said the last event of the semester by the Social Justice Program is this Thursday at 11:30.

Freytag asked Council to hold Tuesday, May 18 for an Academic Senate meeting. H said we need to make sure we can wrap up actions that are needed before the end of the semester.

#### **5. APPOINTMENTS**

None.

#### **6. VPI REPORT**

Gutierrez said as we wrap up the work of this academic year has highlighted how ambitious DVC has been by pursuing the agenda we had laid out for ourselves well before Covid. She said appreciation is a value that our community needs to expand on, so she is asking everyone to reach out to people, committees, and groups that have been doing outstanding work this year and thank them for that work. She said a lot of the student accomplishments, awards and achievements this year have added to the pride she feels for our college.

#### **7. JOINT TASK FORCE TO INCREASE INCLUSION AND SUPPORT OF ADJUNCT FACULTY**

Gutierrez said she has heard a lot of conversation this year about the experience, culture and, inclusion of non-tenure track faculty at DVC. This has led into conversations about our terminology about adjunct faculty and inclusion and respect for non-tenure track faculty members. She commended the current Senate Adjunct reps for their work. She said faculty members from several disciplines have contacted her about support and inclusion for our adjunct faculty. She commended the fulltime faculty members who have advocated for adjunct faculty.

Parkinson said she likes this idea of including an adjunct faculty on the task force. But she would like to see it as a paid position. She said adjuncts feel limited about what things they can do on campus but they literally cannot afford to volunteer a lot of time.

Freytag said the task force will come together in early fall. He asked Council to forward any ideas or thoughts that come to mind. Also forward names of anyone who is interested in being involved.

#### **8. SECOND READ OF PROPOSED NEW AFFINITY GROUP PROCEDURE**

Freytag reminded Council they saw the proposed procedure for affinity groups and asked if there is any feedback.

Ratchford said there is strong overall support for the affinity groups and no objections to the procedure as written. She would like some clarification in the five steps to form an affinity group. One statement says when an affinity group is formalized, they are eligible to participate in the Program Review Resource allocation process. A question came up about if affinity groups are going to be required to go through the program review process and is their status as an affinity group changed in any way, if they do not do so.

Becky Opsata said they are not required to do program view but if they want to request resources, they would need to do a program review and go through the process.

Council discussed some examples of what an affinity group might be. They can't have religious or political or other outside agency interests and Council discussed what would define those.

**It was MSC to approve the proposed procedure 1019.01 for Affinity Groups. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Schaffer, Parkinson, Canada, Gerken, Seefer, Denning, Koblik, Millington, Niyogi, Bersamina, Mayorga, and Yamato. No abstentions. No nays. Approved.**

## **9. ELUMEN PROGRAM REVIEW SYSTEM UPDATE**

Kim Schenk said we implemented eLumen for our Curriculum system almost two years ago. She said eLumen is an integrated system that shares one database for our program review, curriculum and SLOs. She said we had held off on SLOs for a year until we were ready to implement that component of eLumen. Some pilot programs working with Nicole Light and Lindsay Lang have begun using the system for their SLOs to test the system writing assessments, and working with the translation back and forth from Canvas. The system integrates seamlessly with Canvas so as you're doing your grading in canvas it can be doing your student learning outcomes at the same time. One of the really big changes is that the data will not be populated inside eLumen. We are going to use the Tableau system, which is a standalone database that sits right on top of our Colleague information management system. It's extremely powerful and can do a lot more data extractions and analysis than we ever could have done with the previous system we were using.

Lesley Agostino said they have been loading eLumen with data and making sure it matches in the two systems since we are still using both at this time. She reviewed the technology request guidelines where they can enter a list and provide justification for the requests. They are also working on who will have access. She said she is impressed with the eLumen system and everyone will be pleased with it when it is fully rolled out. However, she knows there will be some rough spots during the first couple of cycles.

Becky Opsata said the Program Review Committee will be having conversations about what kind of budget information is useful to units and how we are going to be able to provide the things that people think are useful. She said another change is there will not be a signature page. Approvals will be recorded electronically. She said instructional program data is already loaded into Tableau that is live now and WEPR is also still available so you will have both options available next year.

Opsata reviewed the next steps.

Team will continue to build out the templates

More details coming in fall as we get them done

Program Review Committee will have items to discuss in fall

May be asking for brave early adaptors in fall

Council agreed there is a need for training on Tableau. Opsata said the data coaches are very important also.

## **10. STUDENT-CENTERED SCHEDULING**

Despina Prapavessi updated Council on the current efforts across the College to engage students. They have already been to the Scheduling Committee and had some conversations with the deans. This project started independently at different pockets across the college. They are working on having a unified approach. She said at the same time, we are at the juncture of trying to adopt the guided pathways framework and integrating student services with instruction. She said during the Covid shutdown, we have developed expertise in online modalities and creating online communities. Now we need to talk about what the new normal is going to look like. She said a survey was done at the college and she reviewed some results with Council. Almost 90% of our students plan on enrolling in the fall and they prefer asynchronous online instruction. They want student services access both on line and in person.

Prapavessi said some strategies that research has shown are beneficial for student success include creating multiple scheduling choices, designing curriculum with contextualization, linking courses, and serving a wide spectrum of delivery modes, and also designing what is best for the delivery of the specific curriculum.

Claudia Eckelmann said the Business Administration Department has been looking at the data about who is currently in the community college classroom. Almost half of the states in our country have community college students living below the poverty line. In 2016, 44% of community college students were 24 years and older. And 52% of community college students are the first in the family to complete any kind of level of college. They have discussed what kinds of schedules will work best for students. She said they talked about scheduling childcare, transportation, and other responsibilities that students need to work their schedule around. They also noticed that during Covid, students were enrolling late and that they prefer the shorter semester. So they are focusing on making our future schedules predictable and consistent.

Jennifer Tejada said San Ramon has been doing a couple things around student centered scheduling addressing two distinct populations. One is the brand new student, the incoming freshmen, and they noticed that while their schedule may make sense to us, 18 year olds are used to having their schedule mostly dictated to them so they get overwhelmed. A couple of years ago they created what they call bundles and aligned them with the interest areas. They are basically a package of groups of classes that aren't linked. It isn't required students sign up for all the classes in the bundle. This was a starting point and a set of options that was kind of created for students that included having students take English and math in their first semester and to make sure they had at least 12 units. They also looked at including classes that meet CSU and UC transfer requirements. They also made sure to include at least one gateway course for a particular interest area. When they first designed the bundles, we were still in face to face mode. So when we switched to online, it actually made scheduling the bundles easier. They have looked at data that showed students who were enrolled in at least two, three or four classes in a bundle. She said at the end of this semester they are looking at students that persisted from fall to spring in a bundle.

Tejada said the other population they are looking at is CIS students that typically are 25 and older. They surveyed those students and asked them what kind of schedule they like, and they said they want to get in and get out, they want a tight schedule, they want to acquire their skills and then they want to move on and move up in their career. So they created eight week pairings and scheduled a two year

rotation so that a student could conceivably get a certificate in a year. They have expanded this to the business offerings at SRC. They are marketing these in their success center. Prapavessi said different departments have different needs and this approach addresses those. They want to have departments engage in discussions about Student Centered Scheduling and how to coordinate with other departments. Also what do they want students to get out of the guided pathways. The long term goals that we can benefit from in this approach is using scheduling as a tool to advance equity and help our students be more successful.

## **11. CVC AND SEAMLESS ONLINE ENROLLMENT**

Anne Kingsley presented an update on CVC.

### **What is the California Virtual Campus?**

- CVC is an online enrollment platform connecting online classes with the CCCS
- Directed by [Online Education Initiative](#) (OEI) Consortium
- OEI is made up of representatives across the California Community College System that collaborate on technology resources, online student resources, and development of high-quality online courses

### **CVC is Not Calbright**

- Calbright is fully online college focusing on Medical Coding, IT, Cybersecurity, Transition to Technology Pilot
- 115th Community College
- Not run by consortium of existing community colleges
- Focuses on direct to career pathways

### **How the CVC works ([cvc.edu](http://cvc.edu))**

#### **Search for online classes**

#### **Degrees/certificates that can be completed fully online**

#### **Step-by-Step**

- Student has home or primary college (or not)
- Student searches by Gen Ed Requirement; Course Name; Keyword
- Student can see online courses offered by home campus
- Student can see online courses offered by other campus
- Enrollment processes follow our local procedures (so priority registration is only available for local campus registrants...open enrollment is later and only available on the CVC at that point in time)

#### **Search by Class**

#### **See Courses Available**

#### **Course Description & Seat Count**

## Colleges can Receive “Tag” for Quality Review

- Our POMP program is aligned with the “Quality Review Tagging”

### Impact in Fall

- Short term--Low immediate impact
- Right now, students across the state have access to our enrollment but must go through full orientation (example: a Laney student takes courses at DVC or vice versa)
- CVC course finder will allow for seamless enrollment for online classes within consortium colleges
- Financial aid, transcripts, etc. will be connected
- Student retains “home college”
- Long term—wider view of online learning and paths to degree completion

## 12. SECOND READ OF OER RESOLUTION AND SENATE WORKGROUP TO INCREASE OER DEVELOPMENT AND ADOPTION

Lindsey Shively shared and reviewed the resolution she shared at a previous meeting about OER. She said ASDVC recently approved the resolution. She clarified the resolve is that the academic senate supports efforts to increase student access to high quality open educational resources and reduce the cost of textbooks and other instructional materials for students.

Seefer said the term “racket,” which does not appear in the resolution but was used verbally when the resolution was presented, is concerning, especially to her colleagues that have published textbooks. She said in many classes buying a textbook is a good investment for students. But the biggest complaint she’s heard from students is when a textbook is required, and then they never use it.

Andrea Sorce said they are trying to make their discipline and required materials more equitable across the board.

**It was MSC to approve the resolution to support access to open educational resources (OER). The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Schaffer, Parkinson, Canada, Gerken, Seefer, Denning, Koblik, Millington, Niyogi, Bersamina, Mayorga, and Yamato. No abstentions. No nays. Approved.**

Shively said they received \$250,000 of funding for individual faculty and department grants for course conversion over the summer so they are proposing a senate work group as a mechanism to be able to do distribute those funds.

**It was MSC to approve the proposed senate work group and membership to administer distribution of funds for OER funds. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Schaffer, Parkinson, Canada, Gerken, Seefer, Denning, Koblik, Millington, Niyogi, Bersamina, Mayorga, and Yamato. No abstentions. No nays. Approved.**

## 13. RETURN TO CAMPUS FALL '21

Schaffer said she heard from some colleagues who also teach at CSUs us and their take on community colleges not requiring people to be vaccinated was positive. They said there is anxiety at those institutions about how to make sure everyone is vaccinated.

#### **14. ASCCC SPRING PLENARY RESOLUTIONS**

Freytag said he will send out information about the approved Plenary resolutions.

#### **15. PROFESSIONAL DEVELOPMENT STRATEGIC PLAN, ADJUNCT FACULTY SURVIVAL GUIDE**

The Adjunct Survival guide vote was postponed to the next meeting.

Council previously saw the PD Strategic Plan. Freytag asked Council if they are ready to endorse the plan.

**It was MSC to endorse the DVC PD Strategic Plan. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Schaffer, Parkinson, Canada, Gerken, Seefer, Denning, Koblik, Millington, Niyogi, Bersamina, Mayorga, and Yamato. No abstentions. No nays. Approved.**

#### **16. ACADEMIC SENATE PRESIDENT'S REPORT**

This item was postponed due to time constraints.

#### **16. ADJOURNMENT**

There being no further business the meeting was adjourned at 4:40p.m.

*Respectfully submitted,  
Ann Langelier-Patton*