

**ACADEMIC SENATE COUNCIL MEETING**  
**SEPTEMBER 22, 2020**  
**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), Kris Koblik (Professional Development), Anthony Gonzales (English), Bridgitte Schaffer (SRC), Yvonne Canada (Counseling), Sangha Niyogi (Social Sciences), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Daniel Kiely (Library), Concha Gomez (Math/Computer Science), Joann Denning (CE), Rick Millington (Kinesiology), Ray Goralka (Biology/Health Sciences), Alan Haslam (Representative-at-Large), Leo Bersimina (Applied and Fine Arts)

**ABSENT:** None

**GUESTS:** Mary Gutierrez, Kim Schenk, Marisa Greenberg, Lesley Agostino, Becky Opsata, Michelle Minty, Azim Khan, Mickey Huff, Kat King, Lindsey Lang, Nicole White, Carrie Million, Rick Robison, Susan Lamb

**1. APPROVAL OF AGENDA OF SEPTEMBER 22, AND MINUTES OF PREVIOUS MEETINGS.**

**It was MSC to approve the agenda for September 22, 2020. The following members all voted aye: Moe, Smiley-Ratchford, Koblik, Gonzales, Schaffer, Canada, Niyogi, Gerken, Seefer, Kiely, Gomez, Denning, Millington, Goralka, and Haslam No nays. No abstentions. Approved**

There were no minutes to review.

**2. PUBLIC COMMENT**

None

**3. COUNCIL COMMENT**

Seefer said the Senate has talked a lot about working with the Student Life Office (SLO) to make things a little easier for students. Phi Beta Lambda is collecting dues but the Student Life Office has told the clubs that dues can only be paid using check or cash. She has contacted Todd Farr about this issue and the need to accept electronic payments. This a barrier for students for several reasons. The system is also ripe for fraud.

Canada said she would like to hear an update after the Governing Board meeting today on their discussion about the final Chancellor candidate.

**4. ANNOUNCEMENT**

Kim Schenk gave an update on the Interest Area Success Team project. There are 13 faculty members that applied to join the team. They would like to include representatives from ITV, also math engineering and the sciences. They need a co-chair. They are asking the Senate to help get representatives from those areas that would make the communication loop with the Team and the senate. They would like to get the full team in

place by the end of the term.

Bersamina said the DVC Art Gallery is having a virtual exhibition entitled Change. Let students know anyone can submit. He will send out the link.

Denning said the first lecture in a three part series titled Design Thinking is tonight 5-6pm. Tonight it features Alan Rubin organized by Catherine Franco the workforce team along with Kevin Leaper.

Niyogi said there is a social justice speaker event this Thursday by Christina Flemish Romo, a voting rights attorney from ACLU. She will speak on voter suppression in the November elections. 12:30pm this Thursday. An email with the Zoom link will be sent out the following day.

Canada said the Career and Transfer Center has put out a list of workshops, including representative visits and an upcoming virtual transfer fair. More information is on the Career and Transfer webpage. You can also request flyers.

Seefer said Phi Beta Lambda is sponsoring an investments workshop this Friday afternoon from 3-5pm via Zoom. There will be a Zoom presentation by an investment counselor for Edward Jones. It is specially designed for young college students to get started investing now and start saving toward retirement. It is open to all. She will send Council more information.

Freytag announced the Senate needs to appoint faculty member to the following committees:  
Faculty Hiring Training Team (1 SRC, 1 PH)  
Instructional Technology (Co-chair)  
Sabbatical Leave Committee  
Guided Pathways Interest Area Teams

Freytag said spring schedules are being developed now. Representatives need to communicate to your divisions about the need for them to have conversations at the program level, the department level and deans about how courses can be offered in the spring in ways that are both pedagogically sound and safe. The Scheduling Committee has talked about the definition of hard-to-convert courses. Some clearly fall into that category. Others need more dialogue at the faculty level and the Dean level. It is important that faculty are engaged in those pedagogical decisions.

A call went out for nominations for the part-time representatives on the Senate Council but none were submitted. One position will be appointed for one year and the other for two years. He asked that anyone that is interested or knows someone that is to reach out to him.

Freytag said the Contra Costa County Office of Education. Teacher of the Year gala is this Thursday. The nomination from the district is rotated yearly between the three colleges. This year DVC nominated Tom Barber. He will be honored along with individuals from other districts around the county. A link to login virtually will be sent out.

## **5. APPOINTMENTS**

### **SLO Committee**

Lynda Letona-Rodriguez, Library

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

## **6. VPI REPORT**

Gutierrez said we are making it through the semester effectively but some are still struggling. She reminded everyone to keep the work life balance factor while teaching remotely and take care of yourselves. She

suggested doing things like setting up small group meetings of your peers, getting outside, even maybe ending a class 10 min early.

## **7. REPORT ON FIRST ECONVENING OF THE CALIFORNIA COMMUNITY COLLEGE EQUITY LEADERSHIP ALLIANCE**

Azim Khan, Biology, attended and reported on the first session in a series of trainings of the USC Community College Equity Leadership Alliance the previous week. The session was on Fostering and Sustaining Inclusive Classrooms for Students of color with a debrief from Dr. Shaun Harper. The focus was on resources and activities including qualitative campus climate assessments (NACCC). There was a review of nine major encounters with classroom racism. The work needs to be incorporated into Equity Hour, Pedagogy inquiry teams, and department discussions. There was an exercise where they were asked to reflect on their college experience as a student of color. Also about a time when they might have made a racial mistake in or out of the classroom. There was an extensive discussion about what we must do to make classrooms more inclusive for students of color.

## **8. FALL 2020 SLO FAQS**

Lindsay Lang (SLO Committee Co-chair) and Nicole White (SLO Committee Co-chair) presented a FAQ document on Fall 2020 SLO Assessments as we transition from the web SLO system to the E lumen system. They reviewed and shared a link to the document. Because of the transition, all SLO and PLO assessments are on hiatus for this entire academic year. Any that have already been done will go into the web SLO system by the end of December. A new cycle will be designed when ELumen is in place. For mapping, 1/3 of our programs will be contacted soon for a pilot to implement the new program.

## **9. DISTANCE EDUCATION TEAM UPDATES**

Carrie Million and Kat King shared the updates to the document for camera policy in Canvas remote classes including Senate recommended revisions.

The document provides guidance for Faculty to have a camera optional policy where participation is encouraged, but not required. There are considerations for privacy, disabilities, and religious strictures. If a class has a visual performance assignment, the camera can be required.

Camera participation needs to be clearly outlined in the class syllabus. If a student has a concern, based on disability they should contact DSS. If they have other concerns they should contact the instructor.

There are recommendations to let students know that you are recording and where they can access the recording, or they could opt out from identifications and recording by perhaps modifying their screen name muting their audio and/or disabling video. There are settings faculty can set up too to further protect privacy in Zoom. The document also includes recommendations and tips for encouraging participation without cameras in Canvas.

Council expressed concerns about building community in classrooms and how these policies could affect that. They requested a template for language to use in their syllabi regarding their camera policies. DE representatives will come back to Senate to talk about specific policies and regulations. This document will come back to Senate as an action item.

## **10. ADJUSTING COLLEGE STRUCTURES TO ALIGN WITH INTEREST AREAS**

Susan Lamb presented information about adjusting college division and governance structures to align with Interest areas. Lamb reviewed the upcoming timeline and process. Lamb explained some of the considerations that are part of the conversations. She reviewed one of the goals of realignment is to balance loads for division deans that have varying loads. Lamb reviewed the history of this initiative. Council discussed and gave feedback on the first model that has been presented previously. Council briefly reviewed the second model that they will continue discussing at the next meeting.

## **11. ADJOURNMENT**

There being no further business the meeting was adjourned at 3:30 p.m.

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*