

ACADEMIC SENATE COUNCIL MEETING

February 11, 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), Lisa Smiley-Ratchford (Corresponding Secretary), Kris Koblik (Professional Development), Anthony Gonzales (English), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Daniel Kiely (Library), Heidi Gentry-Kolen (Math/Computer Science), Joann Denning (CE), Susan Parkinson (Part-time Faculty), Riva Bruenn (Part-time Faculty), Sangha Niyogi (Social Sciences), Jane Fisher (Applied and Fine Arts), Ray Goralka (Biology/ Health Sciences), Alan Haslam (Representative-at-large), Theresa Flores-Lowery (Kinesiology)

ABSENT: Patrick Moe (Vice President), Yvonne Canada (Counseling), Bridgitte Schaffer (SRC)

GUESTS: Percy Roper, Becky Opsata, Mary Gutierrez

1. APPROVAL OF AGENDA OF FEBRUARY 11, 2020 AND MINUTES OF PREVIOUS MEETINGS.

It was MSC to approve the agenda of February 11, 2020 as amended. The following members vote aye: Smiley-Ratchford, Koblik, Gonzales, Gerken, Seefer, Kiely, Gentry-Kolen, Denning, Parkinson, Bruenn, Niyogi, Fisher, Flores-Lowery, Goralka, and Haslam. No nays. No abstentions. Approved.

There were no minutes ready to review.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Seefer told Council today is the first of the Business Beyond the Classroom events sponsored by the Business Administration Division. The events include:

February 11 Eric Moss on “Mindfulness, Social Justice and Capitalism”
5:30 to 7 pm | Diablo Room

February 25 | Mr. Davis Clute on “Entrepreneur and Cofounder of a Successful Online Business” 5:30 to 7 pm | Diablo Room

March 9 | Ms. Rachel Luna and Ms. Marisa Greenberg on “DVC CAREER AND TRANSFER SERVICES: | 5:30 to 7 pm | Diablo Room

March 24 | Mr. Ryan Zervakos on “GET THE MOST OUT OF LINKEDIN” | 5:30 to 7 pm | BFL CCC

April 14 | Mr. PJ Quesada of Ramar Foods on “MARKETING AND ENTREPRENEURSHIP” | 5:30 to 7 pm | Diablo Room

April 28 FREE MOVIE NIGHT | 5:30 to 7:30 pm | H-110

4. ANNOUNCEMENTS

It was announced that the next Racial Justice speaker is Davey D on Hip Hop, Media and Social Justice on the-is Thursday, the 13th at 11am in the Diablo Room.

Smiley Ratchford said on March 12 there is a Guided Pathways event to introduce students to the interest areas of guided pathways. She said they are contacting areas to invite them to participate by having displays or demonstrations or other exhibits of what their areas have to offer.

Seefor said she attended the State of Walnut Creek Luncheon. She said she had her nametag on that said she is from DVC and so many people kept saying how much they love and appreciate DVC and what a great reputation we have.

Koblik said she is soliciting proposals for the next Friday Flex scheduled on March 13.

Flores Lowery said Men’s and Women’s basketball both play tonight at Consumnes. Softball is playing a double header today against Solano and Feather River at home. Baseball plays at West Valley on Friday. Track and Field will be at the MPC open on Saturday at Monterey Peninsula. Women’s tennis plays today at home vs West Valley. Men’s tennis plays Thursday at home vs Foothill.

Fisher said the current art show in the Gallery is titled “Fire” featuring local artists that deal with the effects of the recent Northern California wildfires. The show runs through February 28.

Freytag reminded Council the Evacuation Drill will take place the following day, February 12. Only certain areas on campus will be impacted and the entire event should take about 15 minutes. Feedback will be requested afterwards from those that participated.

Freytag told Council the next of the joint Senate Forums on Racial Justice will be on April 8. There is one scheduled at Pleasant Hill and one scheduled at San Ramon. The topic is “What does it mean to be an anti-racist institution?”. The presenters are speakers that he and Moe heard at the recent Plenary Session.

5. APPOINTMENTS

None.

6. ADJUNCT PRINTING AND OTHER IT PROJECTS

Percy Roper told Council he responded to the issue of part-time faculty not being able to connect to the college printers from their personal laptops. He said he has set up a path for them to connect and it should be ready by the end of the following week. He said they need to know to have an account set up on their computers to access the printers. Division admins should know how to set them up.

Roper said he has been working on technology standards for classrooms. He said LC 110 is set up as a demonstration classroom at this time. He said they are looking for feedback as well as using it as a training classroom for the technology. He said one of the biggest changes with the new standards is they allow the instructor more freedom in the classroom than a hard-wired classroom. He said instructors can bring their materials on a flash drive or there is an option through Zoom. He said he will send out information on how to access Zoom. He said the timeline to have the standard technology in 34 designated classrooms is hopefully going to be completed over the summer.

Denning said she heard about a program we are getting that will allow sharing of software with students. Roper said they are planning a pilot over Spring Break.

7. STANDARD 3 FIRST READ AND, FEEDBACK IN THE QUALITY FOCUS ESSAY

Becky Opsata shared with Council the timeline for our accreditation report from Fall 2018 through the visiting team coming to campus in Fall 2020.

Opsata said a new requirement for the accreditation report is the Quality Focus Essay. She said the goal is to articulate plans for improving student outcomes. She said our plans include two projects that are tied to Guided Pathways. One is to create student success teams; and the second is to improve communication with students.

Gerken commented that it seems like we are still trying to figure out the success teams and how they will function. Opsata said yes, they are still working on it. At this time, they have a pilot going and they are working on identifying the resources needed such as counseling, student services, etc. She asked Council to share and read through the draft of the Quality Focus essay and she will come back for feedback.

Opsata reviewed the four accreditation standards that have to be addressed.

Standard I - Mission and Planning

Standard II - Instruction, Library, and Student Services

Standard III - Resources (human, physical, technological, financial)

Standard IV - Governance (both college and district)

She asked Council to share and read the narrative for Standard 3 and bring feedback to the next senate meeting. The areas of resources that are addressed are:

IIIA -Human resources

IIIB - physical resources

IIIC Technology Resources

IIID – Financial resources

Opsata said at this time, Julie Walters is working to have all the standards' narratives be in the same voice. She asked Council to share and read through the Standard III narrative and bring feedback to the next Senate meeting.

Freytag reminded Council that this is the time to provide input on the whole report and suggest changes.

8. MANAGEMENT HIRING PROCESSES

Freytag had sent out a process and an application that CCC Academic Senate developed for selecting faculty to serve on hiring committees. This particular application was written for selecting faculty for the Chancellor Hiring Committee. He said using a process like this would provide more transparency in the selection process. He said if we develop our own process and application, we need to decide what our priorities are when making a selection.

Gerken said faculty need to decide to make the effort if they are going to apply.

Gonzales asked how we would evaluate the answers on the application. Freytag said we come up with a rubric but we have to decide what we are looking for in a candidate.

Koblik commented that on the CCC application, there are only 2 or 3 questions that are specific to the position being hired and the rest are fairly generic.

Freytag said these documents are drafts for us and we can make any changes we want.

Parkinson, Gonzales, Smiley-Ratchford and Gerken volunteered to work on a process and application to recommend to Council.

9. DVC ACADEMIC SENATE BYLAWS

Freytag asked Council to start reading through the Senate Bylaws and they will start discussing it section by section at future meetings.

10. ACADEMIC SENATE VOLUNTARY FUND

Freytag explained the Senate Voluntary Fund is in a bank account that is not connected to the college so it is all discretionary. Most donations are through payroll deductions. He said typically the Voluntary Fund is used to pay for wine and decorations at the Fall and Spring dinner theaters, a stipend and a reception for the faculty lecturer and, along with support from the Classified Senate and the President's office, put funds towards the Retirement Dinner. He said in the past, it has funded some scholarships and even some conferences.

Patton told Council that when the account was first started, it was a way to build up a legal defense fund for the lawsuit that faculty had filed at that time about making division chair positions in to dean positions.

Solicitation for both accounts went out monthly in the Senate Forum. Eventually, the legal bills were written off so the Legal Defense Fund has been dormant. However, we don't publish the Forum anymore and since the lawsuit ended, donations have been steadily declining. She said it used to get up to \$800 a month and now it brings in about \$200 a month. She added that if every faculty member gave just a couple of dollars a month we could build up a nice balance and could do more with it.

Freytag said we need to rebrand it to let faculty know it exists and encourage them to donate.

Patton said she will check if it can be published on our web page and/or send out emails since it is not a college account.

Koblik commented that it could be used to help supplement conference funding since often, Faculty Development funding does not cover the entire cost of a conference. She said we could also use it to donate to the food pantry.

Patton said the LMC Classified Senate does a crab feed fundraiser every year for scholarships. She suggested using some of the funds to sponsor a fundraiser as a way to increase donations.

11. VPI REPORT

Gutierrez said as part of the college's contract with Shaun Harper, there will be a series of institutes around equity concepts. She explained that the concept is to identify highly-enrolled GE courses with significant equity gaps; bring together faculty teaching those classes together; include other key stakeholders; and use the Faculty Equity Institute as a means of addressing the gaps. The data that we will look at are the ten largest enrolled courses with one semester enrollments of 700+ in a variety of disciplines and divisions with an

average rate of success of 73%. The gap analysis will be between the highest and lowest success rates and disaggregated by race.

Gutierrez said there will be 2 groups of faculty cohorts this coming Fall '20 semester and the Cabinet has been discussing what courses should be included. Each of the cohorts will design and work on a project that will continue on after the institutes. She asked if Senate supports this concept for the institutes.

Bruenn said a lot of high enrollment courses are entry level and a lot of part-time faculty teach those. She asked how they would be included. Gutierrez said that is one of the questions that needs to be addressed.

Niyogi asked how we will institutionalize what comes out of these after Shaun Harper's contract has ended.

Koblik asked how we make this effective since not all faculty can be in the institutes. She suggested the participants commit to doing a workshop to share what they did and learned. Koblik added that full-time faculty probably reach more students than part-time because they teach more sections.

Gutierrez commented that this is a long haul project that we need to learn from and continue to improve methods to address success gaps.

Bruenn suggested that best practices be shared among others teaching the same class.

Gerken said it should be considered to send more than one faculty who teach the same subject as it could be difficult for one faculty to share information, especially in a large division.

Freytag said they are definitely looking at how to form the cohorts to be most effective and sustainable.

Gutierrez said what she is hearing from Council is that they like the concept but they want to know more about how it will be done. Freytag said this is the first step and asked if we are ready to take another step and asked if Council agreed that we heading in an appropriate direction. Council agreed that this was a good approach to the first round of institutes.

Parkinson suggested we see if there are other colleges doing this that we could use as a model. She also suggested we have faculty from low gap areas share their strategies with areas that have high gaps. Gutierrez commented that all colleges have high gaps somewhere but they don't want to do the work. She said with this, we have an opportunity to start some work with this data. She asked Council to send her whatever feedback they have on this.

Gorka suggested we focus on just a few courses.

Gutierrez said Harper has teams of facilitators that work with the groups and we have a deadline of April 1 to have a list of names of participants.

12. AS PRESIDENT'S REPORT

Freytag shared some stunning posters highlighting equity and inclusion and he said they are getting noticed.

13. ADJOURNMENT

There being no further business the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Ann Langelier-Patton
Administrative Secretary