

**ACADEMIC SENATE COUNCIL MEETING
MARCH 5, 2019
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: Beth McBrien (President), John Freytag (Vice President), Kimberley Taugher (Biology/ Health Sciences), Theresa Flores-Lowery (Kinesiology), Patrick Moe (Corresponding Secretary), Carolyn Seefer (Business), Heidi Gentry-Kolen (Math/Computer Science), Lisa Smiley-Ratchford (Social Sciences), Jane Fisher (Applied and Fine Arts), Joann Denning (CE), Jim Blair (Part-time Faculty), Anthony Gonzales (English), René Sporer (SRC), Yvonne Canada (Counseling), Daniel Kiely (Library), Craig Gerken (Physical Sciences)

ABSENT: Kris Koblik (Professional Development),

GUESTS: Laurie Lema, Becky Opsata, Anne Kingsley, Stephanie Alves, Beth Hauscarriague, Rick Robison

1. APPROVAL OF AGENDA OF MARCH 5, 2019 AND MINUTES OF FEBRUARY 26, 2019.

It was MSC to approve the agenda of March 5, 2019. The following members all voted aye: Freytag, Taugher, Flores-Lowery, Moe, Seefer, Smiley-Ratchford, Gonzales, Fisher, Denning, Kiely, Sporer, Canada, Gerken, Gentry-Kolen, and Blair voted aye. No nays. No abstentions. Approved.

It was MSC to approve the minutes of February 26, 2019. The following members all voted aye: Freytag, Taugher, Flores-Lowery, Moe, Seefer, Smiley-Ratchford, Gonzales, Fisher, Denning, Kiely, Sporer, Canada, Gerken, Gentry-Kolen, and Blair voted aye. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Taugher said at her department meeting they discussed the incomplete grade form policy. She

said there is a need for language clarification about passing/not passing. She said they looked at the Ed Code and there is no language about “passing standing” for an incomplete.

4. ANNOUNCEMENTS

McBrien reminded Council this is the last week to get tickets for the Dinner Theater for the production of Peter and the Starcatcher.

Flores-Lowery updated council on the following DVC athletic teams

Baseball plays today at San Joaquin Delta. They are 7-8.

Softball plays Friday at home vs Mission College. They are 5-6

Men’s Tennis plays Friday at American River.

Women’s tennis plays today West Valley.

Men’s and women’s swimming have a meet this Friday at Los Positas.

Women’s basketball plays Saturday at home at 7:00pm vs Sacramento City in the NorCal Regional Playoffs 3rd round.

Canada reminded Council to set their clocks ahead one hour this weekend for Daylight Savings Time.

5. APPOINTMENTS

Program Manager, Culinary Arts

Paper Screening: Chris Draa

Screening Interviews: Cheryl Carter, Brian McGlynn

It was MSC to approve the appointments listed above. The following members all voted aye: Freytag, Taugher, Flores-Lowery, Moe, Seefer, Smiley-Ratchford, Gonzales, Fisher, Denning, Kiely, Sporer, Canada, Gerken, Gentry-Kolen, and Blair voted aye. No nays. No abstentions. Approved.

6. MEASURE E NEXT STEPS

Lamb told Council we are moving from planning to implementation for the Art building, the Kinesiology Complex, and SRC.

Lamb said we are still in discussions about the number of buildings for an Academic Complex. She said there are different options. There are discussions about including 1 or 2 buildings in the “front door” complex; conversations about what programs or services would go in them and the surrounding areas are still discussions that need to be held. There will be multiple opportunities for conversations about how we align our college community

Lamb said some of the work currently being done is the demolition of the warehouse and work at SRC.

Lamb said we are dealing with cost escalation as costs have gone up since the Measure E bond approval. She said original plans had minimal classroom standards but after a study on classroom space, we changed to a larger square footage per pupil. However, we can’t afford to lose any classrooms so we are looking at how to maximize space while maintaining the number of needed classrooms. She said it looks like we will be building about 75% of what we proposed in our Measure E project. We do need to ensure 100% gets completed so there will be another bond measure in 2022.

McBrien reminded council that Guided Pathways will be part of the Measure E conversations as well.

Gonzales asked if there will there be committees that involve programs in the areas that are being developed. Lamb assured Council there will be many opportunities for user groups to provide input.

Gerken asked whether the ET building remodel would still be funded under this bond.

McBrien said the Measure E Executive Steering committee does not require faculty involvement but DVC administration have been very supportive of faculty involvement and the Senate president and vice president are part of that group to insure that the faculty voice is included at the highest level of the conversation. She said there are many additional places for faculty to have conversations about facilities planning.

Taughner said she would like to know the difference in cost for one building or two.

Freytag asked if the program level user groups will be convened after the number of buildings issue has been decided.

7. VPI REPORT

Gutierrez said letters of interest for the Online CTE Pathways Grant Program are due this month and final approvals will be done in May. She has talked about this with the deans and chairs.

She explained the funds from this grant can be used for existing online programs, to increase the number of online offerings, and to support implementation of the programs.

Sporer said there are programs that exist that could be moved online including digital marketing among other existing programs.

Gutierrez told Council to talk to their divisions to get more people involved.

Gentry-Kolen asked Gutierrez if the intersession programs are a go this year. Gutierrez said she has been notified about the ones that have been requested and this will be discussed by the Scheduling Committee.

Freytag said he wants to make sure that any of the CTE grant programs include measures to confirm student identity and maintain academic integrity.

8. EXCUSED WITHDRAWAL

Beth Hauscarriague and Stephanie distributed a copy of the Ed Code section 55024 on Withdrawals. They reviewed our district policy and the timelines for with drawls. There is a new grade designation that we are required to implement called Excused Withdrawal (EW). This occurs when a student is permitted to withdraw from a course due to specific events beyond the control of the student affecting their ability to complete a course due to extenuating circumstances.

The student will be refunded their tuition and this will not count towards progress probation, or the number of permitted withdrawals. It will appear on transcripts.

Gerken asked how this will impact apportionment. Hauscarriague said we will still receive apportionment funds for that student in those classes. However, it does not count towards number of enrollments. This policy begins in Fall 2019 and is not retroactive.

Stephanie said she is the one that will be reviewing and making the decision to assign an EW.

Sporer said there is a need to educate faculty about this new policy and when and how it can be used.

9. OEI RUBRIC/DE BEST PRACTICES GUIDELINES

Anne Kingsley reviewed with Council the Course Design Rubric for OEI classes. She said this has been approved by the DE Committee. She asked Council to take this to their divisions and bring any feed back to the next senate meeting.

Robison said the issue of academic integrity in these courses has been addressed at the Federal level and through ACCJC.

Canada asked if our current assessment tools will be used for these courses. Kingsley said they would and the OEI platform can interact with our assessment platform.

DVC does not have any courses in the exchange this semester but students can enroll in DVC online courses through the regular DVC registration process.

10. RPEC CHARGE AND FUNCTION AND PROCEDURE REVIEW

Opsata told Council we need faculty to serve on the new college communication committee.

Opsata reviewed with Council the revised charge and function for RPEC and pointed out the revisions and deletions. She asked Council to gather feedback and forward it to her.

It was MSC to approved the proposed revisions to the RPEC charge and function. The following members all voted aye: Freytag, Taugher, Flores-Lowery, Moe, Seefer, Smiley-Ratchford, Gonzales, Fisher, Denning, Kiely, Sporer, Canada, Gerken, Gentry-Kolen, and Blair voted aye. No nays. No abstentions. Approved.

Opsata reviewed proposed revisions to DVC procedures 6100.01 College Flags, 5030.02 Websites, 2101.01 Enrollment at the Children's Center, and 2090.07 Reassigned Time Guidelines. Most of the revisions ore updates to titles and current practices. She told Council also it has been proposed to delete procedure 3012.03 Cafeteria Conduct.

11. AS PRESIDENT'S REPORT

McBrien said she will take Taugher's comment about the Incomplete Grade Form to consultation as well as put as a topic on a senate agenda.

McBrien explained the LMC and CCC Senates do not meet as often as we do so LMC has not yet approved the Academic Freedom Statement. McBrien said the Chancellor would like this on the March Board agenda so she will ask LMC to take action soon.

Sporer asked if the state has repair/replacement funds available as they have the last few years. McBrien said she will check with the DO and report back.

12. ADJOURNMENT

There being no further business the meeting was adjourned at 4:24 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*