

**ACADEMIC SENATE COUNCIL MEETING
AUGUST 21, 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: John Freytag (President), Patrick Moe (Vice President), Kimberley Taugher (Biology/ Health Sciences), Lisa Smiley-Ratchford (Corresponding Secretary), Alan Haslam (Representative-at-large, Kris Koblik (Professional Development), Jane Fisher (Applied and Fine Arts), Chalissee Forgette (English), Anne Petersen (SRC), Yvonne Canada (Counseling), Craig Gerken (Physical Sciences), Carolyn Seefer (Business), Daniel Kiely (Library), Heidi Gentry-Kolen (Math/Computer Science), Joann Denning (CE), Theresa Flores-Lowery (Kinesiology),

ABSENT: Social Sciences

GUESTS: Becky Opsata, Katy Agnost, Mary Gutierrez

1. APPROVAL OF AGENDA OF AUGUST 21, 2019 AND MINUTES OF MAY 21, 2019.

It was MSC to approve the agenda of August 21, 2019 as amended. The following members all voted aye: Moe Taugher, Smiley-Ratchford, Haslam, Koblik, Fisher, Forgette, Petersen, Canada, Gerken, Seefer, Kiely, Gentry-Kolen, Denning, and Flores-Lowery. No nays. No abstentions. Approved.

It was MSC to approve the minutes of May 7, 2019. The following members all voted aye: Moe Taugher, Smiley-Ratchford, Haslam, Koblik, Fisher, Forgette, Petersen, Canada, Gerken, Seefer, Kiely, Gentry-Kolen, Denning, and Flores-Lowery. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Taugher said she taught over the summer and she had a couple of no show students that she marked as such on her roster but they were not removed by A&R. As a result, at the end of the semester she had to assign a non-passing grade. When she contacted A&R about it, she had to do a lot of extra work including coming on campus to get it taken care of. It also impacted the students as it could have reflected negatively on their transcripts if they had not been removed. And one of the students was waiting for it to be taken care of before she could complete an application to an external program.

4. ANNOUNCEMENTS

Flores-Lowery said none of the fall sports have started competitions yet but they have been practicing and several will begin competition soon. They include football, fall baseball, soccer, water polo and cross country

Denning said DVC was awarded the Online CTE Pathways Program Grant. Work will now begin to develop online degrees for CTE programs.

5. APPOINTMENTS

Academic Senate Corresponding Secretary ('19-'20 Academic Year):

Lisa Smiley-Ratchford

Academic Senate Representative At Large ('19-'20 Academic Year):

Alan Haslam

Measure E Executive Steering Committee:

Patrick Moe

Budget Committee:

John Hanecak

Program Review Improvement Taskforce:

James Hoffmann

Research, Planning and Evaluation Committee (RPEC)

Florence Espiritu

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

Freytag told Council he is looking for more faculty to be on the Program Review Improvement Task Force. He said it will be a one year charge and they will be looking at both the template and the process.

6. INTRODUCTIONS AND WELCOME BACK

Council members introduced themselves and what division they represent. They also briefly stated what they did over the summer and what they look forward to this year.

7. REVISIONS TO DVC PROCEDURES –FIRST READ

Becky Opsata provided an overview to Council proposed changes to the following DVC procedures: 1010.01 Integrated Planning, 3010.01 Parking, 3025.01 Posting of materials on campus, 3025.02 Advertising and solicitation, 4001.03 Unit and Enrollment Guidelines, 4001.05 Credit by Exam, 5017.01 Instructional Materials, 6001.05 Student Union Building Use. She asked Council to share the proposed changes and bring feedback to the next senate meeting for further discussion and a possible vote.

8. REVIEW OF THE ROLES OF THE ACADEMIC SENATE AND 10 + 1

Moe reviewed the 10+1 items as defined in the Ed code as being under the faculty purview. He reminded Council that faculty are obligated to speak out and participate in those areas that include curriculum, budget, among others that relate directly to the work of faculty. He said faculty need to pay attention when these items come up to make sure faculty are involved. He reminded Council that at this time we have an administration

that recognizes faculty rights under Ed Cod but there may be a time in the future we have to be more vigilant in making sure faculty rights are respected. Moe said he got a lot of information from a booklet published by the State Academic Senate and he will send a link to the publication. Freytag said that the ASCCC website has many resources for faculty and encouraged Council use them.

9. VPI REPORT

Gutierrez said she is grateful for the relationship her office has with the Academic Senate. She said it is good for the college and students when the senate works in cooperation with the Instruction office.

Gutierrez said the district will be going through some changes with CCC needing to search for a new College President and the Chancellor will be retiring in February. She said faculty throughout the district need to support each other as we move through these processes.

Gutierrez said faculty need to keep the focus on the vision and goals outlined in the Education Master plan as we work to serve students.

Gutierrez said enrollment is down right now. She said that includes lower enrolment in Math and English which with the changes due to AB 705 we somewhat anticipated. But, we do have areas with very strong enrollment. Online classes fill rate is at 90%. She said we will continue to look deeper into data to find trends and plan for the future.

10. REVIEW OF RACIAL JUSTICE TASK FORCE RECOMMENDATIONS

Smiley-Ratchford reviewed the recommendations that were developed by the Racial Justice Task Force and informed Council of several initiatives and activities that are taking place or will be taking place soon to address the recommendations. They include a keynote speaker on racial justice scheduled for convocation, several professional development opportunities, trainings for Nexus, our new ethnic studies program, info on how to be inclusive in our syllabi and curriculum, and many other ideas and plans.

Freytag said senate needs to think of ways we can facilitate the institutionalization of these efforts.

11. COLLEGE-WIDE TUTORING HUB AND THE ACADEMIC SUPPORT CENTER

Katy Agnost informed Council about the opening of the new Academic Support Center (ASC). It is located in L 150. It's hours are 9am-9pm Mon – Thurs. Friday hours are tentatively scheduled from 9am-1pm.

Agnost said According to the TAC survey 80% of students using tutoring are A/B students. So, the ASC is looking at how to reach and support more C/D students as well as other students who don't traditionally ask for help. She said ASC will act as a hub to bring students in and to help them access specialized tutoring across the college. They will offer tutoring in study skills as well as content-specific tutoring in areas where DVC doesn't currently offer tutoring. The ASC will also provide face-to-face support for NetTutor and online tutoring. Agnost shared a diagram showing all the tutoring areas at the college and how they had been operating separately. The ASC will be a place to help coordinate all the tutoring centers and refer students to the appropriate site for help. She said they will work in connection with the Student Athlete Success Team to help identify students that may need tutoring and evaluate what areas they should go to for that help. They will have Program Assistants who will connect students with resources including tutoring in specific disciplines, student services, and other supports. There will also be tutors available at the ASC who will provide assistance in time management, test-taking, study skills, and some discipline specific tutoring.

12. SENATE GOALS FOR THE 2019-2020 ACADEMIC YEAR

Freytag said the goals the senate has are a few years old and he would like us to look at setting new ones. He asked Council how we should approach setting those goals.

Moe said reps should ask their divisions what they want from the senate this year.

Canada said with all the changes coming up in the district, plus accreditation, and the new funding formula, we need to make sure our goals help us stay on top of these things.

Moe said we need to think about what it means to us with the increasing offerings of online courses and programs. Several Council members agreed and said there are many things we need to look into to evaluate the impact of online education on what, when and how we offer courses and programs online.

Freytag said this is a good start to the discussion. He asked Council to keep their ears open and we will come back to this discussion at the next meeting for 20-30 minutes. He said in the past we have waited for other committees/groups to set their goals and then aligned with theirs. He said he thinks it best if we get out in front of the conversation this year.

13. ASC PRESIDENT'S REPORT

Freytag told Council they are here to be part of the conversation, not just as note takers for our divisions. He asked that Council fully participate in meetings and rely on the senate secretary's notes for reporting out.

Freytag said there is ongoing Measure E work being done on underground utilities at this time so there will be some disruptions to pathways around campus. There are also some classroom renovations and a new building going in at San Ramon. He said several of the plans and approvals are moving slowly so cost escalation is becoming about 15% over estimates. He reminded Council that because of cost escalation, it was agreed to do part of what was planned now with Measure E money and go out for a bond to complete the building that has been planned. He said although it will be sometime before the projects are completed. We need to start thinking about how to decide where various programs will be place on campus and keep in mind what would be best for students in 10 years.

Freytag said we will not be impacted by the new funding formula until July 1 of 2022 and that allows us some time to work on growing our FTES to minimize the impact when it is implemented on us.

Freytag said we have a lot of new full time hires this year and to be sure to help them get involved in college governance.

Freytag said the Scheduling Committee will be talking about strategies scheduling to help grow FTES and also the criteria we will use to add or cut classes. He said the committee is not a gatekeeper but a facilitator in determining how we best schedule classes.

14. ADJOURNMENT

There being no further business the meeting was adjourned at 2:00 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

