
**ACADEMIC SENATE COUNCIL MEETING
SEPTEMBER 17, 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), Lisa Smiley-Ratchford (Corresponding Secretary), Alan Haslam (Representative-at-large, Kris Koblik (Professional Development), Jane Fisher (Applied and Fine Arts), Chalisse Forgette (English), Anne Petersen (SRC), Yvonne Canada (Counseling), Craig Gerken (Physical Sciences), Daniel Kiely (Library), Heidi Gentry-Kolen (Math/Computer Science), Joann Denning (CE), Sangha Niyogi (Social Sciences), Theresa Flores-Lowery (Kinesiology)

ABSENT: Kimberley Taugher (Biology/ Health Sciences), Carolyn Seefer (Business)

GUESTS: Jason Mayfield, Beth Hauscarriague, Laura Weaver , Mary Gutierrez, David Hagerty, Kat King, Carrie Million, Lindsay Lang, Rick Robison, Corinne Gray

1. APPROVAL OF AGENDA OF SEPTEMBER 17, 2019 AND MINUTES OF SEPTEMBER 10, 2019.

It was MSC to approve the agenda of September 17, 2019. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Koblik, Fisher, Forgette, Petersen, Canada, Gerken, Kiely, Gentry-Kolen, Flores-Lowery, Denning, and Niyogi. No nays. No abstentions. Approved.

The minutes of September 20, 2019 were not ready for review.

It was MSC to table the approval of the September 10, 2019 minutes until they are available for review. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Koblik, Fisher, Forgette, Petersen, Canada, Gerken, Kiely, Gentry-Kolen, Flores-Lowery, Denning, and Niyogi. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Kiely said it has been approved to set up a prayer space in the library. They have the space ready but they are waiting on the GL for furniture.

Petersen said it would be good to revisit Inclusive Access and get a larger opinion on this. It is too much for the Academic Senate to decide this for the whole campus. This should probably involve a work group, several forums to discuss the issues with “opt in”, “opt out” and the business side, break even points, data on student

savings,

Gerken said he received several comments recently from people complaining about how “overpriced” the bookstore is. He said he does not know everything about how they operate, but he has read their program review. The bookstore is not intended to be a profit center for the college. Books at the bookstore have to cost more than from many online merchants because the bookstore has overhead (e.g. it has to pay the salaries of people who work there). He had hoped that more people would understand this in 2019 and commented that e-commerce isn’t exactly new anymore.

Niyogi said she wants to know for students that receive textbook vouchers, if they can use them for e-books.

Freytag clarified that when he talked about note-taking by Council members during meetings, he is not saying he does not want them to take any notes. He said he understands there is a delay from the time of the meeting to when the minutes come out and there is a concern among some divisions about timely communication of senate actions. So he is asking if there is a Council member that would be willing to take detailed notes and share them with the rest of the Council. He recommended that representatives get feedback from their divisions when agendas come out so they come to meetings having their division’s position on agenda items prior to Council discussions.

4. ANNOUNCEMENTS

Flores-Lowery Updated Council on the DVC athletic fall programs. Women’s soccer plays today at home vs. Sacramento, and they play Friday at Modesto. Women’s volleyball plays this Friday at home vs. Sacramento. Men’s and women’s water polo play at home this Wednesday vs San Joaquin Delta. Men’s water polo is 7-0 right now. The football team plays Saturday at home vs Sacramento. Cross country will be at the Lou Vasquez invitational on Thursday at the Golden Gate Park Polo fields.

Gerken said he was with our STEM team this past weekend at the Tinkers and Thinkers Fair at Pleasant Hill Park. He said our group brought many fun things for kids to play with and experience and the line at their table was very long. He said at the fair there were many robots and at one point R2D2 was standing near their table!

Niyogi said the we had the first speaker in the Racial Justice series on Monday and they ran out of seats for the event. She said it was very well received and she was impressed with the speaker and how she kept her focus on students.

Freytag reminded Council the Fall Dinner Theater event is coming up on October 18. The show is “Seussical the Musical” and is a family friendly show. Tickets will be on sale for the dinner soon.

Kiely told Council the DVC, LMC, and CCC Libraries are upgrading the software that allows remote access to all electronic library materials (ebooks, articles, streaming video). The new software will go live on Monday, September 23th. If you have links to DVC Library resources (ebooks, database articles, streaming videos, etc.), in your Canvas Course Sites, the links may no longer work starting Monday, September 23rd. If you embedded videos using the tools within Canvas, your links should automatically update. If you copied permalinks or embed codes from library resources, the links will most likely break. There is up-to-date information about this in the Integrating Library Resources into Canvas guide.

5. APPOINTMENTS

Program Review Improvement Taskforce:

Tina Jung-Wade

District Sr. Dean of Research and Planning Hiring Committee

Dan Kiely

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

6. EMERGENCY WITHDRAWAL GRADE PROCEDURE

Beth Hauscarriague introduced Laura Weaver, the new Director Admissions and Records Office.

Hauscarriague shared the title 5 language on this type of withdrawal which is referred to as an Excused Withdrawal in the regulation. She explained that an “Excused Withdrawal” (EW) occurs when a student is permitted to withdraw from a course due to specific events beyond their control affecting his or her ability to complete a course. Those events include a job transfer to outside the area, an illness in the family where the student is the primary caregiver, when the student who is incarcerated in a California state prison or county jail is released from custody or involuntarily transferred before the end of the term, when the student is the subject of an immigration action, and other extenuating circumstances, making course completion impracticable. Hauscarriague said an EW will not be counted in progress probation and dismissal calculations; or counted toward the permitted number of withdrawals; or counted as an enrollment attempt. An EW will not result in a student being assigned an “FW” grade.

She said we have not previously had this option for students. Before they would get a regular Withdrawal that counted against their student status. She said also that an EW does not count against their financial aid.

Hauscarriague said this is the first semester this is being implemented so they will evaluate the process as we go along to see if we need to make any changes. This will be a process internal to Admissions and Records and will not affect faculty grading options.

7. EMPLOYEE TECHNOLOGY SURVEY RESULTS

Rick Robison reviewed the Employee Technology Survey results with Council. He distributed a summary of the results without the comments and provided a link to the full results if anyone wants to see the comments. He said the survey got a pretty good response rate and a good sampling from around the college. There was a good mix of full-time and part-time faculty. 52% of faculty respondents have been here at least 10 years. Staff respondents had a much wider range of years of service. He said there were other differences in staff and faculty responses due to the nature of their work. Most staff are assigned a desktop computer while most faculty use a laptop. Of the faculty respondents, 63% said they use their own laptop and a good percentage use their smart phones for work purposes. He said there are also some staff that use their personal laptops for some things. The survey covered topics including equipment, the Help Desk service, familiarity with our technology resources, overall technology experience at DVC, other resources of tech support used, reasons for technology use, technology training and workshops, out of pocket expenditures, classroom technology, and effective use of our technology by students.

Forgette said she would like to see how many full-time vs part-time faculty use their own laptop. Robison said he could pull out that data.

Moe commented that on some questions where it is ranked from not satisfied to satisfied, it does not show what those distinctions really mean. He said a faculty member may have trouble with their classroom technology but found a workaround so they say they are satisfied. But are they satisfied with the technology or satisfied that they were able to make it work somehow? Moe asked what will be done with this information. Robison said the Technology committee will work with Percy Roper to address concerns and gaps revealed by the survey.

Freytag said what jumped out to him in the results is the amount of money faculty end up spending on technology out of their own pocket. He thanked Robison for presenting the information to Council.

8. DSS/EOPS TUTORING PROGRAM

David Haggerty and Carrie Million presented a PowerPoint update on DSS and EOPS Tutoring. They explained prior to the economic downturn in 2008, both programs had their own successful tutoring programs. When the downturn hit, DSS tutoring program was eliminated and EOPS was cut significantly. DSS tutoring was reinstated in 2014. Currently DSS has 1,100 active students and EOPS served 826 students in 2018-2019. The two programs are now collaborating to revive their tutoring programs. They have also formed study groups for English 122 classes that have been impacted by AB 705. The two programs have a high degree of cross-over in their populations. Their students also have unique needs and barriers that targeted tutoring address. In fall 2018 DSS had 359 contacts for English students and 329 contacts for math students and in spring 2019 they had 426 contacts for English students and 284 contacts for math students. Haggerty and Million explained how DSS and EOPS support the college's mission and plans. In the Educational Master Plan and Guided pathways they are very involved in the student "through" experience. These tutoring programs assist students in staying on their paths and ensuring students feel nurtured and connected.

DSS and EOPS are supporting the expansion of the First Year Experience Program by expanding Welcome days and other campus events to increase student engagement. They are supporting student success programs, tutoring and supplemental instruction and they are offering targeted professional development for employees who work in these areas.

DSS tutoring is available Monday through Friday 9am-3pm but they have to move locations at different times of the day because of space availability. EOPS tutoring is available Monday through Thursday from 1-3pm. Looking to the future, their goal is to acquire a permanent space to home both tutoring programs and want to foster a community of learners with the ability to grow as demand increases.

Haggerty and Million said they would like comments and suggestions as to what their next steps should be.

It was MSC to support the collaboration of these programs' tutoring services and to secure a single location to offer those services.

This motion will be on the next agenda for a vote.

9. ZERO COST TEXTBOOK LANGUAGE

Kat King told Council she participated in an ASCCC webinar about the Zero Cost Textbook program. She said after hearing from other colleges she realized we are in a pretty good place in our work on this.

She said currently the language identifying zero or low cost textbooks or courses varies in the different places it appears. It was decided to have the same language in all places that covers all cost options. Following are three proposed options for the language. They all are the same except for the wording used to describe electronic materials.

- A. "Zero Textbook Cost means that there are no textbook **or electronic material costs** for students. However, there may be physical materials costs such as a calculator, lab, or art supplies."
- B. "Zero Textbook Cost means that there are **no textbook or software costs** for students. However, there may be physical materials costs such as a calculator, lab, or art supplies."
- C. "Zero Textbook Cost means that there are **no textbook or digital material costs** for students. However, there may be physical materials costs such as a calculator, lab, or art supplies."

Forgette commented that there is interest in developing a badge for low-cost classes also.

There was no discussion. **It was MSC to endorse the language under option C and to have King survey students to see if they agree. The following members all voted aye: Moe, Smiley-Ratchford, Haslam, Koblik, Fisher, Forgette, Petersen, Canada, Gerken, Kiely, Gentry-Kolen, Flores-Lowery, Denning, and Niyogi. No nays. No abstentions. Approved.**

10. PROCEDURES PACKET – FIRST READ

Freytag asked Council to please read through the packet of proposed changes to DVC procedures and share with their divisions and gather feedback. This will be back on the next agenda for a possible vote.

11. AS PRESIDENT

Freytag said he is still looking for faculty participants for the Viking Games that are taking place the following day.

Freytag informed Council ASCCC has some scholarships available if any faculty are interested in attending the Plenary Session on October. The Senate budget does not have the funds for more than one or two people to attend.

Freytag said there have been 3 or 4 meetings between Classified and Academic Senate Leadership to discuss how to move forward developing and scheduling forums on racial equity throughout the year. Some dates will be coming out soon. He said they also had discussions about communications on this topic and activities to engage the college community.

12. VPI

Gutierrez said last year changes were made in the way faculty interviews were conducted to ensure the process is as authentic to the work that we do as possible. She said this year they are working to ensure we get more diverse pools of candidates. She said at a management meeting they had discussions about implicit bias. James Hoffman, who conducts the hiring training workshops was at the meeting and he will incorporate the information into the workshops. She said also they are looking at ways to engage students more in the hiring process. Gutierrez said job descriptions are being reviewed and updated to include a reflection of our values. The goal of all of this is to broaden our hiring pools.

13. UF CONTRACT LANGUAGE

Jason Mayfield said some language that was presented at the last senate meeting on the contract section on Academic Freedom was revised after their negotiation meeting the previous Friday. He said it has been trimmed significantly to reduce redundancy and simplify the language.

Flores-Lowery on behalf of Seefer in her absence, read some comments she forwarded from Business Law faculty. This document made me smile. It is obviously written by a lawyer as it has all the hedges needed to make it pass muster but also is so ambiguous that it leaves so many holes."

--"Classroom discussions in many classes, Political Science, Sociology, Psychology, Law (Business Law and criminal justice), and many other classrooms absolutely include discussions that cannot be limited by Section 28.3 or any other section."

--Section 28.3 is a necessary protection for the District, I believe, - particularly (a) and (c) - in order to be able

to a maintain positive control over ultra-conservative and radical liberal attempts by certain faculty who tend to "forget" the responsibilities they have to their students to present a balanced venue."
--"All of Section 28 is a much needed document and MOU for all faculty."

Niyogi read the following comment on behalf of Albert Ponce: In 28.9 I would advocate removing below (seems unnecessary) 'Academic Freedom should not be understood as a license to deviate regularly from course content as described in course outlines of record or to insert inappropriate content into one's course.'

Regarding 28.9, Freytag said faculty cannot be told how to teach their classes but, for example, wondered whether an instructor in the Biology Department would be protected if they decided to regularly teach creationism in an Evolution class and claim that is academic freedom.

Haslam said he likes 28.9 in that it lets faculty know what they can do under the umbrella of academic freedom but it also states what cannot be protected as academic freedom. He did suggest maybe including some language about attending protests.

Mayfield said he will take Council's comments back to negotiations but the final proposed wording will not come out until the full contract does.

Mayfield said the contract section on Distance Education was pared down quite a bit also at the Friday negotiation meeting.

Council focused their discussion on Article 27.3 and required training guidelines and what types of training are available. Under 27.3.1.2 it states faculty that are already teaching online may continue to do so but if they have not completed training, they have until January 2021 to do so. It was recommended that the language also include a statement that if a faculty member has not taught online before, they must complete the training before they can begin teaching online.

Koblik commented that we should have a procedure to let faculty know want to teach online or who already are teaching online but still need the training what trainings are available.

Freytag said at the next meeting Council will review 2 more contract sections. One is on Improvement Plans Progress Reports and the other is on evaluation procedures for probationary faculty.

14. ADJOURNMENT

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

Respectfully submitted
Ann Langelier-Patton
Administrative Secretary

