

**ACADEMIC SENATE COUNCIL MEETING
NOVEMBER 27, 2018
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), Patrick Moe (Corresponding Secretary), Kris Koblik (Professional Development), Carolyn Seefer (Business), Heidi Gentry-Kolen (Math/Computer Science), René Sporer (SRC), Lisa Smiley-Ratchford (Social Sciences), Theresa Flores-Lowery (Kinesiology), Craig Gerken (Physical Sciences) Jane Fisher (Applied and Fine Arts), Joann Denning (CE), Daniel Kiely (Library), Yvonne Canada (Counseling), Kimberley Taugher (Biology/Health Sciences), Anthony Gonzales (English)

ABSENT: None

GUESTS: Mary Gutierrez, Becky Opsata, Fred Wood, Laurie Lema, Claudia Hein, Mallori Macedo, Arika Trimnell

1. APPROVAL OF AGENDA OF NOVEMBER 13, 2018 AND MINUTES OF NOVEMBER 20, 2018.

It was MSC to approve the agenda of November 27, 2018. The following members all voted aye: Freytag, Moe, Seefer, Smiley-Ratchford, Sporer, Koblik Gerken, Fisher, Flores-Lowery, Denning, Kiely, Canada, Taugher, Gonzales, and Gentry-Kolen voted aye. No nays. No abstentions. Approved.

It was MSC to approve the minutes of November 20, 2018. The following members all voted aye: Freytag, Moe, Seefer, Smiley-Ratchford, Sporer, Koblik, Gerken, Fisher, Flores-Lowery, Denning, Kiely, Canada, Taugher, Gonzales, and Gentry-Kolen voted aye. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

None.

4. ANNOUNCEMENTS

Seefer said the weekend before Thanksgiving, she, as faculty advisor for Phi Beta Lambda, accompanied 43 DVC PBL members to a three-day conference: the PBL State Fall Business Leadership Conference. Here DVC students competed against students from colleges and universities throughout the state of California and attended business-related workshops and presentations. DVC students and our chapter

were recognized for the following:

-Largest PBL chapter in the state of California

-Incubator Small Business Development Competition: DVC students were on teams that placed second, third, and fourth

-STRIIVE Public Speaking Competition: 2nd place

-Mr. PBL Business Pageant: 2nd place

-Conference Nametag: 2nd place

McBrien reminded Council the deadline for the Faculty Lecturer is the following week, December 5. She asked Council to encourage faculty they feel have a good topic for the event to submit their nominations.

Flores-Lowery Updated Council on the DVC Athletic programs statuses. She said fall sports have concluded. Women's soccer finished well with a 12-9-1 overall standing. Men's water polo ended with a 13-11 standing. Women's water polo ended with a 10-14 standing. Men's and women's cross country ended well. At the CCCAA State Championship DVC's [Julia Gonzalez](#) finished 8th in 18:37 and was named to the All-American team. Gaby Orellana finished in 25th place with a time of 19:19 and was named to the All-State Team. Women's basketball is currently 12-0. Their season ends January 5. Men's basketball had 3 games postponed due to the fires and are waiting to play those when they are scheduled plus a few more regular season games to finish up their season.

McBrien announced the drama production of "The Bad Seed" opens this Friday in the arena theater.

5. APPOINTMENTS

None.

6. CURRICULUM COMMITTEE UPDATE

Claudia Hein, Curriculum Committee Chair, told Council the District has decided to go with the eLumen integration software. Initially it will be used for SLOs, PRs, and Curriculum. Eventually it will be used for the catalogue also. She said it will first be implemented at LMC because they are most in need of the program and have been asking for something for a while.

Hein said the Curriculum Committee has reviewed their bylaws and have recommended the following updates to reflect current practice:

1. Changed all references from Faculty Senate to Academic Senate
2. Due to compressed calendar schedule – changed meeting time to 2:30 until 4:00 pm
3. Split #4 into parts a and b
4. Updated "Pursuant to Board Policy" to current language
5. Adjusted Membership to current practice. Removed student representative.
6. Added section referring to duties of chair and division representatives
7. Edited terms of office to current practice
8. Edited voting to include clarification of ex-officio
9. Removed Contract Education Subcommittee
10. Added Technical Review Subcommittee

Council briefly discussed the need for a student representative and the difficulty to actually get student representatives on college committees. Canada said she thinks there should at least be a space for a non-voting student since ASDVC is part of college governance. McBrien said we can come back to this if Council would like to discuss the student representative position further. Canada suggested may adding language welcoming students if they would like to attend. She reminded Council students have the same rights as faculty under the Ed Code. Hein commented that the committee has discussed how they could get student input and on what topics.

Hein said the committee reviewed college procedures related to curriculum. They include 4001.05 Credit by Examination. They found that some information in the catalog does not match the policy. In the catalog it correctly states that if a student fails the exam, they can then take the actual course, but they cannot re-take the exam. In the catalog it says if the student fails the exam, they can then take the actual course. But the procedure does not include that the student can take the course if they fail the exam so the committee recommends the procedure be corrected.

Council discussed the format and length of the exam. Each department decides if a course is eligible for credit by exam and approve the test that will be given for that course. Sporer emphasized these exams are not just like a final, but more comprehensive to reflect the whole course curriculum requirements.

Seefor brought up the issue of offering the exams online. Her department believes strongly that Credit By Exam exams should be given on campus with a faculty member present or off campus with a proctor present. These exams should not be given online. Hein said the procedure states that the examination itself may take any appropriate form such as written, oral, portfolio, demonstration, or a combination of methods, and also that faculty may accept an examination conducted at a location other than the community college for this purpose.

McBrien said she will check back with Hein for any further updates from the Curriculum Committee.

7. INCLUSIVE ACCESS BOOK PROGRAM

Mallori Macedo from McGraw Hill and Arika Trimmell from Cengage returned to Senate to provide further information on the Inclusive Access Textbook Program. They emphasized that they are not trying to make this program mandatory, and instructors decide for themselves if they want to participate.

Freytag explained this has come to the Senate because it impacts procedures related to the bookstore.

Taugher said she is concerned about the bookstore profits as they go towards support of the student union.

Macedo said they would work with the bookstore to ensure their profits are not impacted. She said she knows that bookstore sales have been down because of other alternatives but this could actually increase bookstore sales by bringing students back into the bookstore to set up their accounts. She said also, this program can reduce shipping costs.

Seefor asked what would be in the bookstore if there are no actual books. Macedo said there would still be books as not all faculty would use this program, and of course they would still have school supplies and other merchandise. However, in 15-20 years all books could potentially be in digital form.

Gerken said if a student pays for the access for a semester and the same book is used in a subsequent course, would they have to pay for it again.

Sporer asked about students that want to keep their textbooks as reference books. Macedo said an option could be set up so the student can pay for multiple semesters as needed. Also, there is a lifetime upgrade for those who want to keep their textbooks.

Kiely asked if the library can have copies to keep on reserve or print out some hard copies from the digital books. Macedo said they usually work with libraries to provide a few hard copies for check out but she is not sure about the legal aspects of printing them out ourselves.

Seefor asked if the cost would be reduced for short-term classes. Macedo said they set their prices on a 6-month basis.

Freytag commented that this program does not prevent faculty from negotiating themselves directly with the publishers to maybe lower the costs even further.

Macedo said they usually offer this to students on an opt-out basis. Council discussed the potential benefits of making it an opt in program.

Macedo and Trimmell showed a demonstration of how a student would sign up for the program. Faculty can certainly decide if they want an opt-out or opt-in system. They said however, that the discount would not be as great with an opt-in system since they base their pricing on volume.

Taugher said in the demonstration when a student selects the program, it shows their balance as zero but it needs to be made clear that is showing that they do not have to pay at that time but it will be charged to

their account that they would have to pay through the bookstore.
McBrien said discussions about this program will come back to senate.

8. REVIEW OF PROCEDURE 4001.01 RESEARCH PROTOCOLS

Opsata told Council the RPEC needs 2 more faculty members on the committee.
Opsata told Council that RPEC is recommending some updates to DVC Procedure 4001.01 Research Protocols. Sporer said she is on RPEC and they are focusing on making sure the data available out there is accurate and to protect students from data mining.
Opsata said this is not time sensitive and she will bring the proposed changes back to Council for discussion and a vote.

9. VPI REPORT

Gutierrez thanked all the Senate leaders that worked throughout the recent shutdown because of the air quality issues. She said the district is working on a directive on how faculty should handle any campus closures in the future. She said there are 88 class sections they are looking at that were impacted by the closure. She said many of them have just 30 minutes to make up for.

Gutierrez said the information for sabbatical applications is going out this week.

10. AS PRESIDENT'S REPORT

Chancellor Fred Wood joined Council to talk to them about recent conversations around academic freedom. Wood said as soon as he was hired, a board member contacted him because there were many concerns about protecting students after Trump was elected and told him they were working on a resolution to state the districts position to maintain and encourage protections for our students including endorsing diversity and acceptance. He said the time is right now for the district to take a formal stance on academic freedom as well.

Wood said he often gets call asking how we can allow certain speech or activities on campus and he explains these freedoms are protected in the constitution.

He said he was struck by the need for these protections after 9/11 and then the challenging times we are in since the presidential elections.

He always gets call that people ask how we can allow people on campus to say certain things – he has to explain the constitution to them. He said he is excited that DVC has started these academic freedom conversations in the district. He said he has been talking with the board about the types of things we need to do to further our resolve in support of these protections. He said there are many approaches we could take and we need to figure out what makes sense for us.

Wood said we need our faculty to feel safe to do what they do, and we need to have constructive and fair conversations and not attack each other for differences. He said if we feel comfortable when having these conversations, we would feel more comfortable about disagreeing.

McBrien expressed her appreciation for Wood, Lamb and Gutierrez for engaging in these conversations and also for the Academic Freedom Work Group for their participation and work. She said we are working to come up with an affirmative, positive college and district position on academic freedom.

Sefer said she is on the work group and they have been talking about showing that academic freedom is important to our whole society.

11. ALL COLLEGE DAY SPRING 2019

Lema told Council a focus Flex day is being planned to address the different aspects and impacts of AB 705.

Lema said the theme will be implementing the Educational Master plan with a focus on student success and the student experience. The outcomes from this will be used to advance the EMP goals, guidance for

applying the guided pathways tool, to establish relevance of connection and entry across the institution, to inform the college community about AB 705, and to engage participants in dialog about how these inform their work.

The activity will include a continental breakfast at 8:30 and opening speakers from 9-10, then breakout groups from 10-12.

Lema distributed a survey to council with a list of 18 brainstormed ideas for breakout sessions. Lema said she will be looking for facilitators for these sessions.

Council discussed the benefit of having only a few breakouts that would have larger groups of people for a broader dialog.

Seefer suggested combining some of the ideas that are similar into one workshop.

Lema said we could start off with larger groups that breakout into smaller groups for a portion of the breakouts.

Sporer said we should offer only topics that we really need to talk about to move things forward. Further conversations can be had later about philosophies and other procedural things. She said we definitely need to include a discussion of strategies for implementing the new funding formula.

Gerken suggested discussions about AB 705 should be separate for Math and English.

Lema thanked Council for their feedback and suggestions

12. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*