

DVC
DIABLO VALLEY COLLEGE
321 Golf Club Road
Pleasant Hill, CA 94523

**ACADEMIC SENATE COUNCIL MEETING
FEBRUARY 23, 2016
APPROVED**

In accordance with the Ralph M. Brown Act and SB 751, minutes of the DVC Faculty 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), Katrina Keating (Rep-at-large), Peter Churchill (Corresponding Secretary), Cheryl Carter (Counseling), James Magee (Math/Computer Science), Buzz Holt (Social Sciences), Patrick Moe (Applied and Fine Arts), Carolyn Seefer (Business), Theresa Flores-Lowery (Kinesiology), Heidi Goen-Salter, (English), James Magee (Math/Computer Science), Joe Krivicich (Physical Sciences), René Sporer (SRC), Valerie Colber (Part-time Faculty), Muhammed Gheith (Part-time Faculty)

ABSENT: Barbara Hewitt (Biology/ Health Sciences), Marva DeLoach (Library),

GUESTS: Rachel Westlake, Mario Tejada, Rick Robison, Andy Barlow, Ted Wieden

1. APPROVAL OF AGENDA OF FEBRUARY 23, 2016 AND THE MINUTES OF JANUARY 26, 2016.

It was MSC to approve the agenda of February 23, 2016. . The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, Goen-Salter, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

It was MSC to approve the minutes of January 26, 2016. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, Goen-Salter, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

It was MSC to approve the minutes of February 2, 2016. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, Goen-Salter, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Freytag said he overheard several students talking about the computer labs not having the right or up-to-date software in the computer labs.

-----said they are aware of a student that changed their major but they have more than 100 credits so they lost their priority registration in their new major. The student had to stay one extra semester to take one class they could not get in when they lost their registration priority.

Colber said part-time faculty load reports are coming out too late so if the report is wrong, they have already lost rights to office hours. She said also a lot of deans think the load report is a contract and it is not.

Carter said she attended safety training at CCC and it was very informative. She would like to see us have some training here at DVC.

4. APPOINTMENTS

Equity Professional Development workgroup

Doug Dildine
Mark Akiyama
Andy Barlow
Cheryl Wilcox
Bridgette Shaffer
Marina Crouse

Summer Study Abroad workgroup

Sheeree Lin
John Freytag
Scott MacDougall
Ruth Miller
Donna Wapner

It was MSC to approve the appointments listed above. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, Goen-Salter, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

5. ANNOUNCEMENTS

McBrien reminded Council tickets for the Spring Dinner Theater are on sale now. The event is on March 18 for the opening night of “Almost, Maine”. The cost for the dinner and theater tickets is \$46 and can be purchased at the cashier’s office.

McBrien told Council the faculty lecturer event with Laury Fischer will be on April 25 from 12:30-1:30. The evening event will be on April 28 at 6:00 pm with a reception following. Both events will be in the BFL CCR.

McBrien said an email went to department chairs about clusters of programs put together by the scheduling committee for the website. She said the list has been vetted through some student groups. The email is informing departments to submit their names if they want to get started updating their web pages.

6. VP OF INSTRUCTION

Westlake thanked those that worked on the Historically Black Colleges and Universities Fair. It was a very successful event.

Westlake said DVC enrollments are up by 2.5 to 3%. LMC’s are down 1.5%. And CCC is down also.

Westlake said the Scheduling Committee will be meeting this Friday to review what classes departments have proposed to add to the schedule.

Westlake said the hiring process for full-time faculty continues to move forward.

7. DISTANCE EDUCATION COMMITTEE

Mario Tejada said the DVC Distance education Plan came about because of accreditation recommendations. Now we need to write a District Distance Education Plan that our plan will tie into. He said the district will be hiring a consultant to help write the plan. Tejada distributed a list of talking points about why we need this plan, who will write it, what the plan will look like, and which stakeholders will be involved. He said one part of the process will be an analysis of what we are doing in Distance Ed, what we can do better, DE opportunities, and impact on enrollment. He said we have never formally had a third party come in and look at what we are doing. The process

will also include an internal and external environmental scan to help determine goals and objectives. Tejada said we will look at what data we already have and what we still need. Then we could have a standard report of the data. We will also look at other models of plans and possibly discover tools and strategies we have not heard about before. This process will also develop a template for all three colleges that will be pre-filled with the all the DE things that are standardized in the District, to produce its own college-specific plan that will link with the District plan. The timeline for this process is to start on May 1 this year and have it completed within 6 to 12 months. DE chairs and coordinators from all three colleges will be part of the planning group to help remind the district of the college level functions that need to be supported.

Carter asked if there will be a technology plan for student services related to DE. Tejada said he will make sure there is because DE students still have to register, take assessment test, write Ed plans, etc.

Freytag emphasized the student authentication must be part of the conversation.

Seefe asked who will be responsible for data gathering and analysis. Also what impact will it have on faculty load? Rick Robison said a lot of the data will come from the environmental scan. He does not see that faculty will have to do it.

Sporer asked if this will help us answer accreditation questions in a clear and straight forward manner because the answers are already all together in the plan and we don't have to go looking for them. Tejada said that is true and we will use the same terms as accreditation to help with answering those questions.

Barlow said he would like to see an equity focus in the plan.

8. COLLEGE COUNCIL FORUM RESULTS

Freytag said the College Council held a forum on the Enrollment Management Plan and it was well attended. Andy Barlow wrote a summary of the forum and it was distributed to Council.

Freytag explained the respondents were divided into three groups with different pathways to the college, through the college and out of the college. He said College Council would like feedback on which one or two things we should focus on first.

Council discussed the pros and cons of targeting groups. One Council member said they feel it isolates those groups and does not prepare them for the real world. Other Council members felt that targeting groups of students helps us to do the things those groups need to fulfill their needs.

Goen-Salter said it is important that students learn everyone has a different norm. She gave the example of Umoja students which targets a certain group. And when she has classes that have both Umoja and nonUmoja students, the non-Umoja students see the example Umoja students set because of having their needs focused on and fulfilled.

Freytag said a couple of ways to target students and their particular needs are to take student ambassadors from the different targeted programs to high schools as well as inviting groups of targeted high school students to campus. He said with data from these programs we develop strategies to target the various populations of students but they are also strategies that can help all students.

Barlow commented that if a group of students is or feels isolated, we have to ask ourselves why. The institution should then look at itself and determine what practices we have that are isolating those students.

Carter commented that groups of students that sometime isolate themselves also integrate with other students at other times. It's natural that they would want to be with the people they feel comfortable with at certain times.

Holt said he still does not think we are preparing students for the real world.

McBrien said we are having these conversations to come to some kind of a collective stance how to deal with this. We need to find out what strategies individual instructors are using to advance our goal of increasing student success for targeted populations as well as all students.

Freytag commented that more and more data shows that some hand holding is needed.

Wieden distributed a handout on 6 factors that support student achievement. He said it comes down to students - want us to help them find their goal and keep them focused.

Moe said students these days are used to a world where they have a lot of options. We need to meet them where they are.

Goen-Salter said students have a home world and a school world and we have to cross a bridge to get to each other. People have different length bridges depending on their upbringing etc. She said we need to do some things to help until they internalize it, then we don't do it anymore.

Churchill said when students are in his classroom they do it his way. He knows where they are coming from but there are things that have to be done and done a certain way.

McBrien said the student services committee will also be discussing this topic.

Carter said she'd like to know what people are doing in terms of scaffolding for students with varying needs.

9. RESEARCH, PLANNING AND EVALAUTION COMMITTEE (RPEC)

Wieden said this is the second semester the RPEC has been in existence. He said there are 5 senate appointees on the committee. He said the committee started with reviewing documents on student achievement, student success, completion and persistence to ground them in institutional research. They have also addressed the Student Equity Plan evaluation template. The template should help us evaluate research across campus. He said they have also discussed bring back the data dashboard.

Wieden said the CCSSE will be out soon. He said this time they will oversample. Courses that typically have groups of underrepresented populations will also be included.

Widen said Beth Hauscarriague has put together an intake flow chart that she will bring to senate.

Wieden said they have completed the census of enrollment activities that they then synthesized down to 3 pages. They have also spent a lot of time on the Partnership for student success. This program would match employee mentors with students to help guide them through their college experience from intake to their goals of a degree, certificate or transfer. He said Kinesiology has already started doing this because the state changed the rules for student athlete eligibility and many students needed help to do what they need to do to stay eligible.

Widen said to collect some data, they developed a research questions for lower level English students. They are asking them to write a short essay on their student experience.

Wieden said they have worked with Rick Robison and Professional Development Plan to develop methodology for evaluating the Professional Development Plan. And the Tutoring Advisory Committee has asked RPEC to help them review their annual tutoring survey.

Wieden said the list of sections that will take the CCSSE survey will be out next week. There is about a three week period when the survey can be administered to give some flexibility for faculty teaching those sections.

10. PRESIDENT'S REPORT

McBrien said she is continuing to review the senate committees' charges and memberships to evaluate their goals and effectiveness.

McBrien said the Scheduling Committee is working on course clusters for the website to help students see their options for what they are interested in.

11. ADJOURNMENT

There being no further business the meeting was adjourned at 3:45 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*