

**ACADEMIC SENATE COUNCIL MEETING  
FEBRUARY 9, 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), Patrick Moe (Applied and Fine Arts), Carolyn Seefer (Business), Theresa Flores-Lowery (Kinesiology), Marva DeLoach (Library), Barbara Hewitt (Biology/Health Sciences), David Vela (English), James Magee (Math/Computer Science), Joe Krivicich (Physical Sciences), René Sporer (SRC), Valerie Colber (Part-time Faculty), Muhammed Gheith (Part-time Faculty)

**ABSENT:** James Magee (Math/Computer Science), Buzz Holt (Social Sciences)

**GUESTS:** Rachel Westlake, Donna Wapner, Ted Wieden, Andy Barlow

**1. APPROVAL OF AGENDA OF FEBRUARY 9, 2016 AND THE MINUTES OF DECEMBER 8, 2015.**

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

**It was MSC to approve the minutes of December 8, 2016 with corrections. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, DeLoach, Hewitt, Vela, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.**

**2. PUBLIC COMMENT**

None.

**3. COUNCIL COMMENT**

Holt said a lot of students leave garbage in the classrooms. He suggested instructors put something in their syllabi reminding students to clean up after themselves.

Seefer commented that the CSSEE survey should be offered online.

Flores-Lowry said Kinesiology is working to advance academic support services for student athletes. They are helping to provide library with textbooks they need working with ASDVC who gave funds to purchase textbooks to rent to those student athletes.

Colber said not all faculty and staff parking areas are posted. Also people are using loading zones as a bus stop. Also there are several charging stations that are not in service. And she suggested if slanted parking spaces were changed to straight in, it could increase the amount of parking spaces.

McBrien clarified that the student signature required on the cheating form is to be obtained "if possible".

Hewitt said list of students graduating from programs need to get out sooner.

Carter commented that Bill Oye's request to get information on students grading selection) letter or P/NP) needs to be investigated because it may violate student privacy. Seefor commented that her division does not want that information because you would not be treating student equally.

#### **4. APPOINTMENTS**

None.

#### **5. ANNOUNCEMENTS**

Moe said the DVC Speech Team took first place over all at the Las Positas College tournament.

Keating said the Port of Oakland has paid summer internships. It is a 9-week program with no more than 25 hours per week. Grad students are paid \$16.15 an hour and undergrads are paid \$13.45 per hour. There are 16 areas that have internships available. The deadline to apply is March 8. Keating will send the flyer out to Council.

Flores-Lowry said the spring sports have begun. Women's Basketball is 18-7, Softball is 3-0, Women's Tennis is 1-1, Men's Basketball is 12-12, and Baseball is 3-0, and Men's tennis is 1-1.

#### **6. VPI REPORT**

Westlake said the enrollment numbers are looking better. The numbers this year one day after census is up from last year at this time and we are still adding classes. She said the other two colleges are up in enrollment but not as much as DVC.

Westlake thanked Ted Wieden for his leadership in accreditation work and our clear status.

#### **7. STUDY ABROAD**

Donna Wapner said until about 2.5 years ago we had summer study abroad program. It was a DVC program and not through the consortium. She said it was stopped being offered because there was no real process to help sustain it. She said she has been looking at other models and would like to explore them to start a program up again in summer 2017. She said we need a task force to look at models and make some recommendations. McBrien suggested starting with faculty that have previously been involved in the summer study abroad programs. Wapner said faculty would develop their own proposals that include recruitment and marketing and submit them for consideration.

Freytag said he has a colleague that took a group from St. Mary's College to South Africa and he is a part-time instructor. He asked if part-time instructors would be eligible for our program/.

Keating commented that we recently voted that our regular program in the consortium would be self-sufficient. She asked how this would be funded. Wapner said at present the draft proposal has these programs funded as it has been in the past - faculty led and initiated programs done in conjunction with an outside vendor with the college covering the cost of instruction.

Colber asked if this program could be tied to educational competitions and form a team to participate. Wapner said it would have to be vetted but it's something that might work. McBrien responded that her area has done that previously.

Goen-Salter asked if departments that have a course in the program would give up a section here. Wapner said that is how it would work.

Wapner said in the consortium program only full-time faculty are eligible. We could decide to accept part-time instructors into this program.

Wapner explained the timeline is that proposals would be submitted in October for the following summer or in January for the following winter intersession. The Advisory board would review and forward recommendations for summer session in November and for winter intersession in February.

Keating said it sounds like a different process that the consortium program and asked if faculty are compensated for recruitment. Toni Fannin respond that these courses are not a full load but they would be paid for a full-load.

Keating questioned if that is fair. Wapner said that has been past practice and it took a lot of time to get it this far.

The compensation piece needs to be negotiated.

## **8. PRINCIPLES OF REDESIGN**

McBrien said the College Council is having another forum tomorrow to sunshine and discuss the multiple efforts and activities that are happening to support student success.

McBrien said the scheduling committee has continued working on enrollment management through clustering courses to help students choose majors. She said they are talking about the criteria for which programs should be first to update their websites.

McBrien encouraged Council to read the document on Principles of Redesign and said it has a lot of insightful information. It contains ideas from other institutions including integration of student support with instruction. She said each principle has a list of discussion questions. She said questions 2 and 3 under principle 5 would be good for student services to talk about to help guide the focus. She said this document has been brought to senate so that when we are hearing about enrollment management activities, it could stimulate other ideas. In department meetings it should be discussed how they can help integrate instruction and student services.

McBrien said to encourage all faculty to attend the College Council forum tomorrow to learn more about the Principles of Redesign and how we can use it to help with student success.

Keating said she is very familiar with the group that wrote this document and they do really good research based on empirical data-relevant to California.

McBrien thanked Keating for her recommendations and said the aim of these efforts is to have them be more outcome based to help increase student success.

## **9. ENROLLMENT MANAGEMENT DOC REVIEW**

Ted Wieden distributed documents on the Six Success Factors that Support Student Achievement and one on What the student Experiences at the college. The six factors are: Directed-students have a goal and know how to achieve it; Focused-students stay on track, keeping their eyes on the prize; Nurtured-students feel somebody wants and helps them to succeed; Engaged-students actively participate in class and extracurriculars; Connected-students feel like they are part of the college community; Valued-students' skills, talents, abilities and experiences are recognized; they have opportunities to contribute on campus and feel their contributions are appreciated. Wieden said if we can provide the experience at the college that helps students accomplish the six success factors, it would also help to promote equity and some of our college goals.

Barlow said there is a difference between students who were never on track vs students who briefly go off track. He said it's been shown the period of time the first group is off track is proportional to how long they will stay off track. Wieden said he would like to start with targeting students that are close to getting a degree with 50 or more units. He said it would also help the college schedule more effectively.

Freytag commented that one thing this misses is students who took classes out of the district.

Sporer said it seems like it's a data problem. She said we also need to make sure students don't get too focused and look at other options. Carter agrees it is a database issue and when OEI starts, we will have a lot more students with units from other schools. Wieden said the data is from our degree audit program that is part of Ellucian.

Gheith said he has students in advanced physics class and they still don't know what they want to do. He asked what we can do for them. Wieden commented that we can't stop students from taking classes but they could accumulate so many units they lose priority registration and would have a harder time getting the classes they need once they do decide. He said he does not have an answer for that at this time.

Carter said a counselor could be assigned to work with a cluster of faculty in a particular program to help them know how to advise students how to complete the program.

Moe commented that he is supposed to help students succeed but he does not even know what a degree audit looks like.

Goen-Salter said she would like to see there be some sort of an alert to the student as to where they are in their program. She said what we are doing does not seem to be current with the latest technology.

Andy Barlow explained the Enrollment Management Plan has 3 categories or pathways. They are intake (pathways into DVC), persistence (pathways through DVC), and Completion (pathways out of DVC).

Wieden said we have to look at what activities helped the increase in enrollment this year. Then it will be up to the RPEC to find a way to evaluate those activities. Hewitt said the Student Services Committee should also be vetting these activities.

Barlow said we have to integrate student services with instruction.

## **10. SCHEDULING COMMITTEE**

McBrien said the Scheduling Committee has met four times so far this semester. She said they have been working on grouping programs under headings such as Human Behavior, STEM, Business, and Information Technology among others. We will be developing guides for students as to what degrees or certificates are available under those general headings and then link them into programs they are interested in and provide information on what is required to complete a program. These will be on our new website that is coming soon. She said Chrisanne Knox has been working with the students doing surveys on how they think programs should be grouped as well as how they use the website.

Sporer suggested departments have all the information needed on their webpages ready when the designed comes to work with them.

DeLoach reminded Council we have to think of all of our students, older ones who don't use social media, or have disabilities.

Sefer questioned why you get different search results when you use the website or when you use Insite.

## **11. ADJOURNMENT**

There being no further business the meeting was adjourned at 4:00 p.m.

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*