

ACADEMIC SENATE COUNCIL MEETING**APRIL 12, 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), Marva DeLoach (Library), Barbara Hewitt (Biology/ Health Sciences), James Magee (Math/Computer Science), Joe Krivicich (Physical Sciences), René Sporer (SRC), Valerie Colber (Part-time Faculty), Muhammed Gheith (Part-time Faculty)

ABSENT: Heidi Goen-Salter (English), James Magee (Math/Computer Science), Buzz Holt (Social Sciences), Theresa Flores-Lowery (Kinesiology),

GUESTS: Donna Wapner, Andy Barlow, Rick Robison, Ruth Sison, Florence Espiritu, Andy Kivel

1. APPROVAL OF AGENDA OF APRIL 12, 2016 AND MINUTES OF PREVIOUS MEETINGS.

It was MSC to approve the agenda of April 12, 2016 as amended. The following members all voted aye: Freytag, Churchill, Carter, Seefer, DeLoach, Hewitt, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

There were no minutes to review.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Sporer said she went to the District-wide Joint Academic Senate Meeting the previous day. She commented that the number of attendees was low. She said she scheduled a proctor to administer a test for her so she could attend. She said it was a very interesting meeting and good to see all the good work being done at the other district colleges. She said we should schedule more joint senate activities on a regular basis.

4. APPOINTMENTS**District-Wide Measure E Steering Committee**

Beth McBrien

John Freytag

It was MSC to approve the appointments as listed above. The following members all voted aye: Freytag, Churchill, Carter, Seefer, DeLoach, Hewitt, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

5. ANNOUNCEMENTS

Seefer attended the California Phi Beta Lambda State Business Leadership 3-day Conference with our Phi Beta Lambda students and they took home awards in several categories including the largest chapter in the state of California, the second-largest conference delegation, in knowledge Events: 10 medals, in performance Events: 25 medals, the Community Service Project: 2nd place, Conference Name Tags: 3rd place, State Office: Aye Thida

Min Din, the President's Award: Roy Hawke, DVC's Who's Who Award: Jasmine Eshtehar, the Sweepstakes Award, and Community College Level (for winning the most medals at the conference): 1st place. Seefer reminded Council the students were competing with 2 and 4 year schools from around the state.

Moe said he accompanied our students to the Phi Rho Pi, the two-year college national speech and debate championship tournament which took place the previous week. More than 60 community colleges from around the country attended. DVC earned a bronze award in both debate team sweepstakes and individual speaking event sweepstakes. The large plaques are on display in the window of PAC 105.

Hewitt said she was told Buildings and Grounds workers were told to get rid of the Canada Geese nest and they were destroying the eggs. She said she believes they are protected and a permit is needed before disturbing their nests.

Carter said UC Berkeley is holding their open house this weekend. Details and other information are on the UC Berkeley website.

McBrien said she is following up on the request made by Bill Oye to identify students for instructors that have opted for a pass/no pass grade in their class.

McBrien said she is also following up on safety training and when and where it will be available.

She said she is also following up on the discussion about categorizing e-cigarettes the same as other smoking devices and their use on campus.

Freytag reviewed plans for next College Council forum on equity work is scheduled on May 11 from 1-3pm

Freytag said he and Keating will be attending the State Senate Plenary Session the following week. He said they will review the resolutions and send out any that have potential issues to the areas that would be impacted. He encouraged faculty to review the resolutions on the ASCCC website and send any feedback they may have.

McBrien said the College Council decided the last forum of the year would be on equity and this was a topic on the agenda at the joint meeting. Gene Huff had stated at the joint meeting that Chancellor Benjamin was impressed with the agenda.

McBrien said previously a representative from TEN (Teaching Excellence Network) came and presented an overview of their program. She said now they have scheduled the founder of TEN to come present more detail and answer questions on April 18.

6. STEMotivation

Item postponed – presenter not available

7. SHORT TERM STUDY ABROAD

Wapner did some research regarding questions the senate had about developing a summer study abroad program. One question was about the vendor's responsibilities and she said they do help with transportation, getting insurance and handling emergencies. She also shared a rubric for evaluating study abroad proposals. She said They would like to pilot the program during intersession.

It was MSC to approve the proposal for a summer student abroad program. The following members all voted aye: Freytag, Churchill, Carter, Seefer, DeLoach, Hewitt, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

Freytag said a motion is needed to form a selection committee.

It was MSC too approve the formation of a selection committee for the Summer Study Abroad program. The following members all voted aye: Freytag, Churchill, Carter, Seefer, DeLoach, Hewitt, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

8. LIBRARY

DeLoach and other members of the Library faculty shared with Council some of the changes and innovations they have implemented in Library services. She said in the recent student satisfaction survey they received an 80-85% satisfaction rate.

They said they have developed a “wall” on their webpage for students to comment and make suggestions about library services. Each week there is a new prompt focusing on various services.

The study rooms now have names, such as Shakespeare, and Twain.

Library staff expressed the need to bring the library more into the governance process at the college.

They said they are working on getting more funds to assist students and teachers with what they need the library to provide to support their classes.

They said the Adult Basic Education is a heavily used service but they want to place more emphasis on this service. There will be a new current search program implemented in the fall. They have also implemented an EPSO system similar to a Google interface.

They explained what came out of our accreditation study was the need for SLOs and assessments in the Library.

They now have a web page and are looking at selecting the standards indicators.

They have also been evaluating and repurposing some of the spaces in the Library. They welcome any ideas or suggestions.

They have added a live chat called LibAnswers for questions about library services. And they have added research guides and data bases for each discipline.

The expanded textbook use service has been the most used service the library offers. They appreciate the different departments and disciplines that gave textbook to the library for loaning to students because faculty can purchase the textbooks for less than the library. The textbook program was started in 2008 with a grant from ASDVC and they have continued to support the program. Council discussed the guidelines for borrowing textbooks such as a three hour time limit, (although an instructor can request the time be increased), getting access codes, and which versions are available.

The library staff has divided up the areas of the library and designated a liaison for each one.

They also are doing analysis what services are used by which areas and can order or discontinue materials as needed.

They have also talked about designating an area of the library for some creative activities such as assembling colleges and maybe even sing-along.

The library is looking towards developing a strategic plan that will include strategies for marketing their services, and using Stars to gather demographics of those who use the library. They would like to work more closely with faculty to help them and their students.

Council briefly discussed textbook costs and options to help reduce those costs for students.

Robison said the library is underfunded to sustain increases in databases costs, as well as summer sessions.

Kivel commented that they are underfunded in their staffing too so they can't expand services. Robison added that increases in minimum wage cause a problem with funding student workers.

McBrien said the Senate will put together a workgroup to look at library issues and discuss changes and improvements that could be implemented.

Robison suggested departments invite a library liaison to a department meeting to find out more about library services.

9. AB 798

McBrien told Council AB 798 the college textbook affordability act had been approved by the state senate. Then an issue came up regarding publishers reimbursing faculty for using their textbooks and materials. Freytag clarified that the compensation to faculty is for adoption of, not development of, online materials.

There has been a request for colleges to be able to present proposals to apply for incentives to use OER (Open Educational Resources), funds in classes that would help cut the costs associated with online Ed resources. The proposals would have to include 10 to 50 sections.

This would require a college coordinator for OER because there would be money coming into the college.

Freytag explained to apply for the funds, colleges must adopt a resolution that states its support to increase student access to high-quality OER and reduce the cost of textbooks and supplies for students. The state senate's office provided the following resolution template.

Whereas, the significant rise in costs of textbooks is a barrier to college attendance, student access, and student success;

Whereas, Many colleges are interested in reducing the cost of textbooks to increase student access to necessary course materials; and

Whereas, the intent of the College Textbook Affordability Act of 2015 (AB 798, Bonilla, 2015) is to reduce costs for college students by encouraging faculty to accelerate the adoption of lower cost, high-quality, open educational resources (OER);

Resolved, That the Academic Senate of _____ support efforts to increase student access to high-quality open educational resources and reduce the cost of textbooks and supplies for students in course sections for which open educational resources are to be adopted to accomplish cost savings for students.

In collaboration with students and campus administration, create and approve create and approve a plan that describes evidence of the faculty's commitment and readiness to effectively use grant funds to support faculty adoption of OER. This approval can be signaled in the format of a resolution, a senate directive, or other locally established process, but the plan should be approved only after it has been vetted by faculty, students, and administrators.

This item will come back for further discussion.

10. COLLEGE COUNCIL

This topic was discussed under item 11, Survey

11. SURVEY

Freytag shared the College Council survey that included the final changes as recommended. He asked Council to get feedback and it will come back at the next meeting.

12. INCOMPLETE GRADE FORMS

McBrien told Council there is some language on the Incomplete Grade Forms that relates to A&R but are academic and professional matters. She said LMC and CCC have already approved the revisions.

Carter asked if contact info for part-time instructors could be made available for those that are no longer here if a request for incomplete is submitted after they have left. Sporer responded that her division requires it and the information is left with the dean. Freytag commented that the wording on that is flexible for situations because sometimes part-timers are not rehired because of undesirable circumstances.

Seefer commented that incompletes are rare and they are supposed to be under extraordinary circumstances. She said most students who are granted an incomplete don't follow through and that is not advantageous for the student because they end up with an F. Churchill advises students to drop the class and retake instead of incomplete.

Seefer said the %75 guideline for course completion should be included on the form. She has had students ask for an incomplete with only 25% of the class completed. Krivicich commented that the form is not provided until the instructor and the student have agreed to an incomplete.

It was MSC to approve the Incomplete Grade Form with revisions. The following members all voted aye: Freytag, Churchill, Carter, Seefer, DeLoach, Hewitt, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

13. PRESIDENTS REPORT

This item was postponed due to time constraints.

14. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*