
**ACADEMIC SENATE COUNCIL MEETING
AUGUST 22, 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), Lisa Smiley-Ratchford (Social Sciences), Heidi Gentry-Kolen (Math/Computer Science), René Sporer (SRC) Daniel Kiely (Library), Carolyn Seefer (Business), Theresa Flores-Lowery (Kinesiology, Yvonne Canada (Counseling), Jim Blair (Part-time), Kimberley Taugher (Biology/ Health Sciences), Craig Gerken (Physical Sciences)

ABSENT: Rep-at-large, English, Applied and Fine Arts, CTE

GUESTS: Mary Gutterrez, Toni Fannin, Anne Kingsley, Rick Robison,

1. APPROVAL OF AGENDA OF AUGUST 22, 2018 AND MINUTES OF MAY 22, 2018.

It was MSC to approve the agenda of August 22, 2018 with the addition of an action item for appointments. The following members all voted aye: Freytag, Moe, Gentry-Kolen, Taugher, Koblik, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair and No nays. Gerken abstained. Approved.

It was MSC to approve the minutes of May 22, 2018. The following members all voted aye: Freytag, Moe, Gentry-Kolen, Taugher, Koblik, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, and Blair. Gerken abstained. Approved.

2. PUBLIC COMMENT

None

3. COUNCIL COMMENT

Sporer said she just heard teacher evaluations by students can now be done online. However, she has not received any further information. McBrien said someone will be at the next Senate meeting to provide details.

Kiely said a new librarian has been hired. She was given a 2013 computer and was told it was considered new because it had never been taken out of the box.

4. ANNOUNCEMENTS

Canada said registration for both Welcome sessions are full but they will take some walk-in registrations at the Saturday PH session.

Seefer said she registered for the Academic Freedom Conference but did not receive confirmation. Patton will follow-up since it is needed for reimbursement.

McBrien said we need representatives on the Senate Council for English, AFA and CTE. She will be contacting divisions to ensure they have a rep.

Blair said there is a workshop on Veteran Ally training on Thursday from 9:30-11. They will be talking about brain injury, PTSD and suicide and other challenges veteran students encounter.

Kiely said the Library is presenting a workshop later in the day on strategies and resources for developing effective research assignments.

Sporer said SRC is having their welcome event for all full-time and part-time faculty that evening at 4:00. Dinner will be served at 5:30 then the first breakout session will focus on campus safety. The training will include basic first aid, non-compression CPR, AED and stop the bleeding provided by DVC police services. The second breakout session will allow departments to gather full time and part time instructors.

5. APPOINTMENTS

None

6. INTRODUCTIONS AND WELCOME BACK

Council members all introduced themselves and what division they are representing.

7. MARY GUTIERREZ VPI

Gutierrez said she started her job here on June 15 which gave her time getting to know the campus, people and culture. She worked a lot with Westlake and it was greatly appreciated.

Gutierrez said enrollment is up with a 5% increase in FTES. She said starting classes later than previous years because of the new compressed calendar seems to have helped. She said there has been a decline in international student enrollment.

Kiely asked if we know the impact of our social media outreach on enrollment. Gutierrez said she will follow up on that. McBrien said some of the ads are a few years old and we should consider making some new ones.

Freytag asked if Gutierrez had any strategies to maintain our transfer rate. Gutierrez said Guided Pathways is a good strategy. We also need to keep learning about the student experience and make improvements when and where needed.

Gutierrez said she attended the Guided Pathways Conference on Tuesday and was very impressed. She said people from all over the district attended and thanked everyone that attended.

Gutierrez said because of the compressed calendar the Evening Office hours will be changed. They will be open until 9pm until after the late add deadline. Then it will close at 8pm. After 8pm the assigned dean will be on call, but people can still contact Police Services and the manager on call will be notified.

Gutierrez said we are implementing AB19 where students enrolled in at least 12 units and complete their courses with a 2.0 or better will get their tuition reimbursed. She said a list of FAQs will go out. She does not know if financial aid students are eligible but she will follow up.

Council discussed the addition of a ½ office hour for e-communication. They discussed if it should be on their syllabi and if it scheduled. Gutierrez said it is unscheduled.

8. SENATE MEETING TIMES

Council discussed the new meeting start time of 2:15 due to the compressed calendar. Several representatives have labs that end at 2:20 so it is a pretty tight schedule. **After discussion, it was MSC to change the Senate Council meeting times to 2:30-4:30. The following members all voted aye: Freytag, Moe, Gentry-Kolen, Taugher, Koblik, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair No nays. Gerken abstained.**

Approved.

9. PRESIDENT'S REPORT

McBrien said A&R will be open later hours at the beginning of the semester.

McBrien said we have had several manager changes and the discussions about student clubs have been affected, but are continuing. She said all comments have been shared with managers but she will be scheduling some in person meetings.

Sefer said all the Phi Beta Lambda Club Advisors met with Todd Farr and John Christensen about the issues with the clubs and they are addressing those concerns.

McBrien said the recording policy for DSS students has added an accommodation that faculty will be notified that a DSS student is in their class and is approved to record. However, the instructor will not be told who that student is. She said the notifications will go out at 2, 4 and 6 weeks because some students don't realize they need to record until a little way into the semester. Gerken asked if there is a policy for non-DSS students. McBrien said faculty don't have to allow it if they don't want to. Blair added that faculty cannot pick the accommodation approved for students but they can limit the scope of it.

McBrien said she will have David Haggerty come back to a senate meeting for questions and more clarity on the policy.

10. SUMMER WORKGROUP REPORT

Smiley-Ratchford said the work group had good discussions about the purpose of the resolution and the different interpretations of the resolution. But they all agreed they are in support of academic freedom. She said they realized that they were putting out the right message but in the wrong vessel. She said they also talked about the need to acknowledge all voices even those that are unpopular.

Smiley-Ratchford told Council the work group left the wheras's pretty much as they were and they revised the resolves. Blair commented that they made the results of the resolution more concrete. He said they want to start college-wide discussions this year on academic freedom. They are kicking it off by encouraging people to attend an academic freedom conference on September 28 at Berkeley City College. They will then begin scheduling activities addressing academic freedom. Koblik said the Faculty Development Committee is talking about dedicating some funds for conference registration.

Smiley-Ratchford said the work group did discuss revising BP 2018, but that is more work than they could do over the summer so it will be developed as we have more campus-wide discussions.

Both Canada and Taugher, who were also on the work group said it was really good to come together with a collective voice and good to have a safe space to have these conversations.

Freytag commented that what we are doing needs to be widely communicated and build buy-in with the college community.

McBrien said the resolution should go out for feedback before voting on it. She said the discussions about the District Policy BP 2018 and planning for dialog on Academic Freedom will continue.

11. SAFETY COMMITTEE

Toni Fannin said the Safety Committee has put together a list of tips to stay safe at DVC. She reviewed the list which includes being aware of your surroundings, downloading the CampusShield app, learn about classroom safety devices and locations of fire extinguishers and AEDs, as well as some other information and resources. They are asking faculty to go over this list in all their classes. She said they recommend to do it at the second or third class meeting and to go over them verbally. She said the Safety Committee would like suggestions for strategies to get the information out.

Smiley-Ratchford said they should make a video available also.

Fannin said in the spring they will be assessing classrooms for safety needs specific to each classroom.

12. OEI

Ann Kinsley and Rick Robison shared the OEI agreement that was received over the summer. It includes the reasoning, purpose, funding, and terms of the program. It also includes a grid of the tools, their uses and the costs of the component of the program. They said we are already using Net Tutor but under this agreement we will have up to 500 hours of tutoring and we can purchase additional hours if needed. They said they have allocated 5 hours per student and they have had only one student ask for more. They said the components will be implemented in stages and trainings will be scheduled.

It was MSC to approve the OEI Contract agreement. The following members all voted aye: Freytag, Moe, Gentry-Kolen, Taugher, Koblik, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair No nays. Gerken abstained.

Approved.

13. ADJOURNMENT

There being no further business the meeting was adjourned at 2:00 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*