

**ACADEMIC SENATE COUNCIL MEETING  
AUGUST 28, 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), 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) Anthony Gonzales (English), Jane Fisher (Applied and Fine Arts), Joann Denning (CTE)

**ABSENT:** Kris Koblik (Professional Development), Heidi Gentry-Kolen (Math)  
Rep-at-large,

**GUESTS:** Mary Guterrez, Jeffrey Michaels, Donna Wapner, Mario Tejada, Kim Schenk, Rick Robison, Laurie Lema, Alan Haslam, Sam Needham, Albert Ponce, Dorrie Mazzone, Mark Akiyama, Maria Dorado, Scott MacDougall, Alberto Aranda, Godfrey Ramos, Emma Rogers, Lisa Ang, Frank Ortega, Arman Catterson, Rayshell Clapper, Chris Muraves, Adam Bessie, Chris Capozzo, Sue Handy, Emily Moss, Rochelle Burnaford, Carmen McNeil, Lee Rode,

**1. APPROVAL OF AGENDA OF AUGUST 28, 2018 AND MINUTES OF AUGUST 22, 2018.**

**It was MSC to approve the agenda of August 28, 2018 with the addition of an action item for appointments. The following members all voted aye: Freytag, Moe, Taugher, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair, Gerken, Fisher, Denning, and Gonzales voted aye. No nays. No abstentions.  
Approved.**

**It was MSC to approve the minutes of August 22, 2018. The following members all voted aye: Freytag, Moe, Taugher, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair, Gerken, Fisher, Denning, and Gonzales voted aye. No nays. No abstentions. Approved.**

**2. PUBLIC COMMENT**

None

**3. COUNCIL COMMENT**

Taugher said there have been big problems with the waitlists. She said somehow they are being reordered randomly. She said faculty have had 2 or 3 versions from different places when they walk into their classes on the first day. She said this has happened many times before and District is aware of it but has not done anything about it. She said this is not fair to students. She said this impacts her area greatly because of lab and lecture classes. This also is not fair to students and is extremely upsetting to them.

#### 4. ANNOUNCEMENTS

Mario Tejada said the text boxes in the SLO forms now has a word count limit so narratives cannot go on and on.

Seefer said the Welcome Day was a great success. She said having lunch with the students is a great tradition to start at DVC.

Canada said Umoja has 37 students in the current cohort and about 15 “friends of Umoja” who’d like to be paired up with a mentor.

Flores-Lowery said Fall 18 sports are beginning. Soccer plays its first home game this Friday. Men’s and women’s water polo has started but won’t be playing at home for a while. Volleyball has started and they will be at home on 9/7.

#### 5. APPOINTMENTS

##### Tutoring Advisory Committee

Clint Ryan, Math

##### Scheduling Committee

Julie Walters, Math

##### District Committee (name is) Distance Education and Educational Technology Advisory Committee – statewide committee

Heidi Gentry-Kolen

##### Scholarship Committee

Shannon Padilla AFA

**It was MSC to approve the appointments listed above. The following members all voted aye: Freytag, Moe, Taugher, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair, Gerken, Fisher, Denning, and Gonzales voted aye. No nays. No abstentions. Approved.**

#### 6. INTRODUCE NEW MEMBERS

McBrien had Council members introduce themselves including 3 new members – Joann Denning (CTE), Anthony Gonzales (English), and Jane Fisher, AFA Sam Needham will be attending the next several meetings in place of math representative Heidi Gentry-Kolen. He will be non-voting.

#### 7. EVALUKIT

Jeffrey Michels and Donna Wapner explained an online evaluation tool for students has been off and on the table for a while. Currently faculty read out instructions and pass out scantrons. Then all the comments have to be transcribed and management wants to find a way to reduce the amount of effort it takes for all of the face to face classes student evaluations to have to be manually transcribed. They said a couple years ago, CCC tried tablets instead of scantrons but it did not work well with so many students logging on at once.

So a workgroup was formed to research programs for online evaluations. Rick Robison found Evalkit and the group agreed it met their criteria.

Michels explained that someone will be assigned to open up an evaluation for a certain period of time when the students can access it online. He said they are currently discussing logistics such as who will be in charge of opening evaluations

Can bring paper forms if students prefer for the first year, and may be used as back ups as well. Flores-Lowrey said in her area they have a lot of Wi-Fi dead spots and asked if the evaluations can be open for longer than just the class period so students can access it elsewhere. Michels said it could be but he'd like to see that negotiated. He said every faculty member needs to set up a shell in Canvas but the program is easy to use. Sporer asked about students' anonymity. Michels said the students' comments would be divorced from their names. Wapner said that right now they are running a pilot to see how it works. Sporer asked if there have been any studies over time on the effectiveness of this program. Guiterrez said studies have been done in general on online evaluations but not specifically on Evulkit. Michels said he has talked to faculty who have used it and asked them if they think students tended to make more or less comments than the paper evaluations. Gerken asked about making sure all students have access as some don't have their own computers. Michels said that most students have a cell phone they can use to access it. Tejada commented that we don't know yet how it will go when they have 45 students logging in at the same time. He said they recommend doing the evaluations during class time for face-to-face classes. A document on revised criteria and procedures for using the program in online classes was distributed. Seefer said in her department the faculty evaluator sits in the class as a student so they use student access but could they get student access for the online form. Michels said they will look into how to manage that. He said they are also discussing if it should be mandatory to use this program in face-to-face classes. Canada asked if it is possible, a student does an evaluation both online and on paper. Miches said he will find out. He reminded Council this is a work in progress.

## **8. ACADEMIC SENATE REPRESENTATIVES RESPONSIBILITIES**

McBrien encouraged veteran senate representative to share recommendations on serving as a senate representative. She said the main thing is to make sure they keep their division informed on upcoming agenda items and report back to them on council meetings. Canada said she points out items on the agendas her division may want to pay particular attention to. Also to encourage colleagues to let their rep know of any issues that arise that should be addressed by senate. Moe said his division is more interested in what is coming up instead of what has happened. Freytag said it is often a challenge to participate a meeting and take notes at the same time. Council members can and do ask fellow council members for notes. Also, there is "homework" involved in serving as a representative, it is important to keep in mind you are representing your entire division. Seefer said it is important in divisions that have more than one discipline. She emphasized that when speaking at council meetings, to clarify if you are talking for yourself or your division. She said she takes handwritten notes instead of a tablet or laptop so she can better participate.

## **9. VPI REPORT**

Guiterrez said the semester is off to a good start and she has been hearing positive comments from students. She said enrollment at the Pleasant Hill campus is up 7.2% and San Ramon is up 2%. In addition, our ratio of efficiency is up. She said it is interesting that even though enrollment is up, head count is down 1.6% in Pleasant Hill and 4.5% in San Ramon which indicates the students we have are taking more classes. This will probably have a positive impact on our degree and transfer rates.

Gutierrez said international student enrollment is down to 1100 from 1420 last year or 85% of last year. However, there is still registration going on. She also said we are getting more students that have applied actually enrolling in classes. She said because of current events around immigration, many International students are going to Canada instead.

## 10. AS PRESIDENT'S REPORT

McBrien said the level of distress when things like the wait list problems occur is bad for students. She said she will be bringing it up in consultation.

McBrien provided registration information for the Academic Freedom Conference on September 28 in Berkeley. She said they have extended the deadline to get the discount. The academic senate will cover council members that wish to attend and there are professional development funds set aside for other faculty. She said professional Development funds are also available to attend the Guided Pathways conference on September 10.

McBrien commented that the attendance at the Welcome Day was very impressive. She said also that she has seen so many faculty and staff be so helpful to students.

Moe said he had a student here at Pleasant Hill ask him where the SRC building was.

Freytag said he had a student that had unknowingly enrolled in two concurrent classes but one was at Pleasant Hill and the other was at San Ramon. As a result, the student had to drop both classes which delays him for a year. He said department chairs are having to spend a lot of time apologizing and helping students with these problems.

Sporer commented that she had a student at San Ramon ask where the LA building was. She said the campus schedules should be listed separately and make it very clear which campus a class is scheduled at. Taugher said the wait list issue can delay students for a year. She said we need to look into our core values and how we support them and make efforts to reach our goals.

Seefer said she has a late start course but just in case she went to the classroom during the first week of classes and there were several students that had shown up. She suggested all faculty with late start classes show up the first week. But also, class start dates need to be made very clear.

## 11. ACADEMIC FREEDOM RESOLUTION

McBrien asked representatives about their divisions support for the resolution on Academic Freedom as well as continued conversation and addressing BP 2018. She said she will send out information on the dates District is scheduled to go to the campuses to get feedback for the next district strategic plan. This is an opportunity to emphasize academic freedom as a value for the upcoming district Strategic Plan.

**It was MSC to approve the DVC Academic Senate resolution on academic freedom. The following members all voted aye: Freytag, Moe, Taugher, Seefer, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair, Gerken, Fisher, Denning, and Gonzales voted aye. No nays. No abstentions. Approved.**

McBrien asked Council to let her know about ideas for speakers, activities, etc

She said she will bring this to FSCC and it should be a topic at the spring senate plenary in the spring.

Seefer said Law Day is in May and this year the focus is on freedom of speech

Blair reminded Council about Law Day last May as well.

McBrien thanked everyone for having these challenging conversations. She said there is a page in the state senate resolution book about the importance of process and the need for all voices to be heard; she added that we are a model for our students for how to work through things as a community.

Adam Bessie said he is bothered it took so much to get more faculty to care. He said faculty need to be agile and mobile

Albert Ponce reminded everyone this is about the big picture; it is not just about defending one individual. He said we need to be aware of the forces that are trying to shut us down.

He added that we have different opinions politically, but we come together for our students. He said this is an opportunity to inform our institution

Gonzales said forces are trying to silence us on certain topics and critical thinking and we must not give in.

## **12. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*