

**ACADEMIC SENATE COUNCIL MEETING
SEPTEMBER 11, 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), Theresa Flores-Lowery (Kinesiology, Yvonne Canada (Counseling), Jim Blair (Part-time), Kimberley Taugher (Biology/ Health Sciences), Kris Koblik (Professional Development), Craig Gerken (Physical Sciences) Anthony Gonzales (English), Jane Fisher (Applied and Fine Arts), Joann Denning (CE)

ABSENT: Heidi Gentry-Kolen (Math) Carolyn Seefer (Business), Rep-at-large,

GUESTS: Katy Agnost, Laurie Lema, Mary-Gutierrez, , Becky Opsata, Claudia Hein, Percy Roper

1. APPROVAL OF AGENDA OF SEPTEMBER 11, 2018 AND MINUTES OF AUGUST 28, 2018.

It was MSC to approve the agenda of September 11, 2018 with the addition of an action item for appointments. The following members all voted aye: Freytag, Moe, Taugher, 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 28, 2018. The following members all voted aye: Freytag, Moe, Taugher, Flores-Lowry, Smiley-Ratchford, Sporer, Kiely, Canada, Blair, Gerken, Fisher, Denning, and Gonzales voted aye. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

Katy Agnost informed Council that every fall, we offer INTD 140, a course designed to train tutors in how to tutor. This one-unit course gives students a chance to learn tutoring best practices and, more importantly, the chance to workshop and practice tutoring strategies specific to their discipline. Due to the compressed schedule, the scheduled INTD offering was not able to accommodate all tutors who needed the class and is low-enrolled. We have created a new section, INTD 140-1995, which will be a hybrid section. The class meets Fridays from 2:15-3:30 from 9/14-11/2, with an online component. Please encourage your current students or students who are interested in tutoring to the class.

3. COUNCIL COMMENT

Taugher commented that we are supposed to be a smoke free campus but not all smoke is tobacco. But the signs around campus say this is a Tobacco Free campus not all smoke is tobacco but the signs say tobacco free campus and should be changed to include all smoking materials.

Sporer said she walked past some students smoking right outside Police Services. She told them this is a smoke free campus and they ignored her. Just then a police aide came by and Sporer asked him to please address the situation. At first he hesitated but then he went over and spoke to the students. She said this is the first time she has seen Police Services respond to the no smoking policy.

Moe said the new PAC interior and exterior unisex bathrooms have been locked since the beginning of the semester. They have asked Police Services and they said they don't have a key. The lock on the unisex bathrooms say occupied so students stand outside thinking someone is coming out and waste their break time.

4. ANNOUNCEMENTS

Jane Fisher announced the DVC Art and Digital Media faculty show is on September 13 through October 9, 2018.

Flores Lowery updated Council on fall sports including soccer and football. She said this Friday we are hosting the Big 8 preview for cross country.

Canada told Council 819 students applied for the "First Time + Full Time = **Free Tuition**" (FT³) program. The applicants still need to be evaluated to confirm it is their first semester and they are registered in at least 12 units. She said they realize some students are still adding classes so they may not have their 12 units yet. If a student is eligible this fall, they will be eligible again in the spring. And if they start in the spring, they will be eligible the following fall.

5. APPOINTMENTS

AS Scheduling Committee

Jason Mayfield

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

6. ACCREDITATION UPDATE

Becky Opsata presented a PowerPoint on the work that is beginning for our next accreditation report and visit. She explained we are on a 6-year cycle and our next report is due in 2020. She showed an example of a standard that we will write responses to. She said responses are not just saying we did that but we have to include activities related to that standard.

Opsata reviewed the timeline for the accreditation work.

Fall 2018 Writing teams final at start of fall; trained and working

Spring 2019 Writing teams working

Fall 2019 Final writing and vetting

Jan 202 Flex Present draft to campus

Feb 2020 ISER begins governance process

May 2020 ISER through governance

Fall 2020 ISER due to ACCJC and visiting team on campus

Opsata said there are new standards but there are less than last time. Also we do not have to write our responses to recommendations from last time in this report.

Co-chairs for the writing teams have been established. They are looking for volunteers to be on the writing teams. Most of the work will be in Spring 2019.

Opsata explained the stretch goals and institution standards ACCJC requires. They are Course completion %; degrees counts; certificates counts; transfers counts; license exam pass rates%; and CE job placement rates%. Last year we set stretch goals for course completions%, degrees counts, certificates counts, and

transfers counts. We need to set them for the other two categories. We also need to set floors, or institution set standards for the goals. Last year we did not update them but RPEC is considering them.

Opsata told Council she has been asked to help recruit 4 faculty members to take part in a relay race between faculty, management, staff and students on September 19 in the quad.

7. PROCEDURE UPDATE

Lema explained DVC Procedure 4001.07 Course Outline of Record Review was revised in 2015, but the revised version did not make it into the procedures manual. Since then there has been a need for more revision. She shared the proposed revised procedure with Council. Claudia Hein said the revisions reflect changes in our process.

Lema said College Council had come up with a procedure to review procedures that was approved last spring.

8. VDI PILOT IMPLEMENTATION

Percy Roper explained the implementation of a Virtual Desktop Infrastructure (VDI). This program will enable IT to push out new apps much faster. He said this also helps with timelines for reimaging labs being shorter due to the compressed calendar. He said a pilot will begin in January in 3 to 4 labs on campus.

Gerken asked if it will look any different. Roper said the only thing might be the login age.

Kiely asked if it would be less expensive to use a cloud server. Roper said it was decided if we purchased the program ourselves, we'd be better able to manage it.

Roper explained after the first pilot, implementations will be done in 7 to 8 more labs as a second pilot phase.

Gutierrez commented that in one lab it took about 20 hours for about 35 computers. And it ends up costing overtime because IT can't get into the labs during their regular work hours because the labs are always in use during those hours.

Freytag asked what the costs are. Roper said for full implementation it will be about \$1.5 million. The first pilot will cost about a third of that and will include staff training. Roper said this will also extend the replacement cycle and free up IT manpower.

McBrien said there are 40 labs on campus so why are only 3-4 labs a third of the total cost. Roper said it is based on licensing.

Taucher asked if eventually this will be for all computers on campus. Roper said the full implementation will take about 2 years. When that is running smoothly, they will look at possible implementation for faculty, staff and management computers

Gutierrez said Cabinet has been talking to the faculty that work in the pilot labs to discuss their needs and concerns. Roper said he has been meeting with them also.

9. VPI REPORT

Gutierrez reported that enrollment comparisons are a little disparate because we are comparing an 18-week term with a 16-week term. But ~~not~~ they are starting to align a little better.

Gutierrez reminded Council Box 2A forms are due in hard copy and email this Thursday. She said Cabinet has discussed about 25 faculty positions and about 15 for staff. She said those numbers could go up slightly with retirements and filling open positions.

10. COLLEGE COUNCIL/ DEAN AND DEPARTMENT CHAIRS REPORT

Freytag reported the topics being discussed by the College Council. They include the opening of the Food Pantry; the IEPRT which is a sort of mini accreditation we volunteered for to help guide us as we begin working on the 2020 Accreditation. He said they had a presentation on the accreditation work as Opsata

explained earlier. He said they have been discussing the Mission Statement. At this time there are three versions coming from different bodies. They are waiting for ASDVC's input to develop a final draft. He said they have also talked about the Professional Development Funding Model and whether we should form a college-wide group to review all requests. However, they decided to keep the constituent groups but may form a college-wide group that would review requests and identify other sources of funds that might cover some of them.

Freytag said they have been receiving enrollment updates, and they have heard about the new funding formula. He said we don't know what our final numbers will be but the worst number they've heard was the district could be down \$9 million. He said DVC is doing a good job with certificates and degrees and he thinks we should wait for numbers from the District. He commented that there are some colleges that will receive significant increases.

Freytag said College Council also discussed the waitlist issues and agreed we need to work towards there only being one roster and one waitlist.

Freytag said they received feedback on the impact so far of the compressed calendar on teaching and learning and heard all positive comments.

College Council was informed about the new online Evaluation Kits. They also received information on Box 2A.

Freytag said they talked about department chairs having to write the same information on many different forms for different things and the need to reduce redundancy.

They are also talking about creating a finals week in the compressed calendar that would start in Fall 2019.

11. AS PRESIDENTS REPORT

McBrien told Council she did an informal search on colleges on a 16-week calendar and there are dozens of campuses that have a finals week.

McBrien informed Council this Thursday there is a presentation at District by ELumen, an integration software. She said they will demonstrate their product and afterwards, attendees will discuss our needs and how ELumen or other integration softwares can address those.

McBrien said the Scheduling Committee had their first meeting and Susan Lamb made a presentation on the new state budget funding formula. She said at their next meeting they will be reviewing non-criteria adds and classes for the late fall Cybersession.

McBrien said the new state funding formula originally was looking at 2 year averages and it has now changed to 3. She said Chancellor Wood has been lobbying at the state level to adopt a better funding model that would not reduce so many college budgets. She said it changes every day so there is additional information coming in every day.

Freytag said at the Deans and Chairs meeting several people were not aware of the new funding formula and they want to push back. He said there has been a lot of pushback at all levels but the State Chancellor is not listening. He said many local senates have passed votes of no confidence for the State Chancellor.

Koblik said she did a rough survey and it looks like there are about 41 colleges that will see an increase and about 16 colleges that will see a decrease. Several others have their own funding formulas that are not impacted. She asked that with so many colleges getting an increase, can the state afford it?

McBrien said at DGC they were told at this time we really don't know what the total impact will be on our funding. She said this formula was put in place with no real planning. She said however, that we will be getting a new governor and nation-wide elections are happening so things may change.

McBrien said she would like faculty to bring forward topics that the Council could devote a meeting to and maybe do breakout groups as those seem to bring out more perspectives and ideas from the campus as a whole. She will be checking in with Council at the next meeting for possible topics.

12. ADJOURNMENT

There being no further business the meeting was adjourned at 4:15 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*