
**ACADEMIC SENATE COUNCIL MEETING
SEPTEMBER 25, 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), Carolyn Seefer (Business), Lisa Smiley-Ratchford (Social Sciences), René Sporer (SRC) Daniel Kiely (Library), Theresa Flores-Lowery (Kinesiology), Yvonne Canada (Counseling), Kimberley Taugher (Biology/ Health Sciences), Craig Gerken (Physical Sciences) Anthony Gonzales (English), Jane Fisher (Applied and Fine Arts), Joann Denning (CE)

ABSENT: Heidi Gentry-Kolen (Math)

GUESTS: Laurie Lema, Mary Gutierrez, Becky Opsata, Satish Warrior, Mojdeh Medizadeh, Daniel Abbott, Susan Lamb, Beth Hauscarriague

1. APPROVAL OF AGENDA OF SEPTEMBER 25, 2018 AND MINUTES OF SEPTEMBER 18, 2018.

It was MSC to approve the agenda of September 25, 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 September 18, 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

Sporer said in math they will transfer students if there is an issue with the faculty or a change in their situation such as work hours. She said they make the switch quickly and easily. However, the process for A&R takes much longer. If the student is already in the new class and the change has not been made by A&R, the student cannot access Canvas or other resources that are specific to that class.

4. ANNOUNCEMENTS

Patton announced the tickets for the Dinner Theater are on sale now. The event is on October 19 and the drama production is "Footloose".

Flores-Lowery updated Council on DVC athletic programs.

The women's soccer team is doing very well but they did lose a player to injury. They play today at home against Modesto in a Big 8 Conference matchup.

Football plays San Joaquin Delta this Saturday at home. They are not doing too well in the standings but they are still in it.

Men's water polo plays in a tournament at San Joaquin Delta this Friday and Saturday. They only have 2 losses so far this season. Women's water polo plays Modesto tomorrow at home. They are doing ok at 5-6.

Women's Volleyball play at American River tomorrow and vs Sacramento City this Friday. They are currently 8-2.

Canada said in relation to her comments at the last meeting about losing the County Resource Referral program, the CARE team will come to Senate to talk about available resources.

5. APPOINTMENTS

Program Review Committee

Carmina Quirate, History –Social Science

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. PROCESS RESOURCE TEAM (PRT) VISIT

Lema presented a PowerPoint explaining the Process Resource Team (PRT) visit through the Institutional Effectiveness Partnership Initiative.

The PRT is a type of Technical Assistance of colleagues helping colleagues. It provides support on self-identified issues through understanding the issues, helps to develop solutions and assists in implementing solutions. The team members are drawn from a pool of volunteer experts and they are by their expertise to the college's focus.

Lema said during the team visit they will do initial information gathering, help us develop innovation and effectiveness plan and they will provide follow up support. The benefits of a PRT is that it brings in outside expertise, it focuses on continuous improvement, and there are grants up to \$20,000 available. Lema said in our letter of interest requesting support we focused on existing GP efforts, integration of instruction and student services, our ITBE Meta-Major prototype, and our evaluation of collaboration, communication and integration of services. Our specific focus in those areas are to integrate student services and instruction in entry, through and out stages in the meta-major prototype; to evaluate the prototype and assess strengths and gaps; and to determine elements to continue, change and implement in prototype and planning document.

Lema reviewed the questions we need to look at and discuss our visions and strategic focus for the student experience, how student services and instruction are integrated, what are the ideal components and outcomes of a student's path starting from entry, and what model does the college want to use support in the meta-majors. We also need how our messaging is integrated with student services and instruction, and how are we communicating our message. And then we need to look at metrics and an evaluation process we will use for our Guided Pathways prototype, how we develop support for critical components, and what are the processes we will use to vet recommendations for Guided Pathways.

Lema reviewed the timeline for the PRT visits. The first visit is on October 5. They will be here from 8-5 during which they will meet with college leadership, present a vision for a model of integration, look at gaps and challenges, look at assessment, evaluation and decision making. Then they will wrap up and meet with the College president for a summary of the visit.

Lema shared the team members that will be on our PRT. It includes various administrators, a retired college president and faculty. They are from colleges that are similar to ours.

7. INSTITUTION SET STANDARDS

Becky Opsata presented a PowerPoint on the process for setting our Institution Set Standards (ISS). She reviewed the terms associated Floors and Stretch Goals for. We set these for course completions %, degrees counts, certificates counts, transfer counts, licensure exam pass rates %, and CE job placement rates %.

Opsata reviewed the stretch goals we set last year for course completion %, degrees, certificates and transfers counts. We also set a stretch goal for CE job placement rates. We did not set a goal for licensure exam pass rates %.

Opsata then reviewed the floors we set last year but we did not take any action on those. She said they need to be revised and reviewed recommendations from RPEC.

Opsata shared a spreadsheet of the RPEC recommendations to college council for both floors and stretch goals in each of the areas of evaluation.

Opsata said this information is making the rounds through the governance committees and will come back to the Senate for a vote.

8. VPI REPORT

Gutierrez said the validation template for Program Review has gone out and validation team members need to be identified.

Gutierrez said the administration ranked requests for 31 faculty positions. She said Lamb is reviewing those and will report back the following week.

Gutierrez said the students that have taken classes they need to take to get into a program are not excluded from First Time-Full Time-Free.

Gutierrez said enrollment is still up and doing well. Enrollment is still doing well

9. AS PRESIDENT REPORT

McBrien followed up on Flores-Lowery's request to look into reinstating the 2-unit Kinesiology GE requirement. She said one of the members of FSCC is a kinesiology teacher and she will talk to her about it.

McBrien reminded Council the Academic Freedom Conference in Berkeley is this Friday. There are 90 people signed up and 33 of them are from DVC. The following council meeting will be dedicated to follow-up discussions.

McBrien said the Chancellor brought up the need to look at the Academic Freedom policy for a completely different reason than what we have been discussing. It had to do with cybersecurity but it means discussions can be opened up about other aspects of the policy.

McBrien said the FSCC has discussed concerns with the district web-blocking software and its impact on academic freedom.

McBrien told Council the state Chancellor will be at CCC on October 31 and will meet for one hour with 30 faculty from across the district. This is the only northern California district he will be visiting. She said FSCC will discuss how to coordinate questions so we make the most of this time. She said to let her know if anyone is interested in participating. She said the Senate will also discuss questions and strategies for

the meeting. She said faculty will bring up the topics for him to address but this is sort of a PR move so there may not be much information that comes out of this. McBrien said the district chancellor and the Associate Vice Chancellor and Chief Financial Officer will meet with the state chancellor to discuss how to handle the new funding formula.

McBrien said she and Freytag talked with Katrina Keating about the issues with transferring math student to different section than they were originally enrolled in. She has talked with Lamb and Gutierrez and they are looking into it.

McBrien thanked Gonzales for his contribution to the discussion of topics for the senate to address at the last meeting. She said we have not talked enough about AB 705 so it will be a recurring senate agenda item.

McBrien told Council the Scheduling Committee discussed cybersession and some of the possible timelines and what types of classes to offer. She said divisions and departments can submit courses to offer during cybersession and the Scheduling Committee will review them for meeting criteria and then report out on the classes they selected.

10. NEW INSITE ROSTERS

Mojdeh Medizadeh, Satish Warrior and Daniel Abbot from district were in attendance to provide information and answer questions about the new Insite rosters.

Mojdeh said many years ago we started using Datatel an Ellucian product. Then we adopted Webadvisor as an interface with Datatel. Now we are using an Ellucian product called Colleague which allows for self-service for employees with access. Medizadeh said the late add codes (a process we developed) and old rosters still on Webadvisor.

Abbott provided information on faculty rosters and the late registration process. Daniel-about the roster and late registration process. He explained our current rosters a late registration process steps. In the near future we will have a multi-purpose roster and add authorization codes online. He reviewed what is available in our current rosters and late registration process and showed examples.

Abbot then showed what the student sees with our current late registration process. He explained all the steps for how late registration currently works. He said Colleague is not currently designed to accommodate late registration which is why we developed our own process. It also is not currently available in student planning. He said the challenges with our current late registration process include poor performance of WebAdvisor processes because we have outdated inefficient technology and it is no longer supported by Ellucian. Also we need 5 share point servers to support the roster and late registration process. It is difficult to manage custom software. And it is vulnerable for student to share or sell add codes.

Abbott then showed an example of a multi-purpose roster. In which faculty can track attendance, grades, students and more. Add codes are also on the multipurpose roster so it is easier for faculty to assign them and track who has requested and received one. it is less vulnerable. He explained how that would work. He then showed an example of how the student will use the add code. He reviewed the benefits of the new process and system including that it will block unauthorized users.

Sporer asked if the add codes will be available sooner than currently. Medizadeh said they will be visible sooner but they cannot be assigned until the late add date. Also students who are not yet in the system will have to go through the state application process but they are processed every 15 minutes.

It was asked if this takes the place of the census roster. The response is that it is not yet but the vendor is working on it.

Medizadeh said they are looking for instructors of late start classes to pilot it this semester. They would like to have it fully implemented in Summer 2019 but we may be able to start it in Spring 2019. And they

want feedback on whether or not it is a more streamlined process. They will be putting together a training video.

She said they also have a test access for faculty to try but it is slow and it would not have emails.

Taughar said they need to consider when to implement it keeping in mind all the issues we've had with an overwhelmed system at the beginning of each semester. She said the wait list issues we have been having have been devastating to many students and can delay their ed plans.

Medizadeh said she recommends we stop the email rosters. Moe asked if they can guarantee that faculty will be able to access their online rosters the first day of class.

Gerken said we need to suggest questions that should be asked of the vendor.

11. GUIDED PATHWAYS

Koblik said she wants a way for dialogue to happen to look at our guided pathways process in relationship to our mission statement, vision and strategic plan and asked for suggestions. Seefer said most faculty are in support of pathways but the few that aren't should be heard.

Freytag said we need to look at where guided pathways work is overlapping with other efforts on campus and what role does faculty play in that.

McBrien suggested we invite representatives from the areas doing overlapping work and look at way to integrate their work better and eliminate redundancy.

Smiley-Ratchford said she wants to know what faculty can do in their classrooms to support Guided Pathways.

12. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

