



**FACULTY SENATE COUNCIL MEETING
OCTOBER 28, 2014
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: Laurie Lema (President), Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Catherine Machalinski, Peter Churchill, Maria Dorado, David Vela, Marva DeLoach, James Magee, Theresa Flores-Lowry, Craig Gerken, Joe Gorga, and Valerie Colber
Hopi Breton, Buzz Holt

ABSENT:

GUESTS: Deborah Dahl-Shanks, Rachel Westlake, Newin Orante, Mark Akiyama, Andy Barlow, Daniel Kiely, Cathy Walton-Woodson, Ted Wieden, and Beth Hauscarriague, Peter Garcia

1. APPROVAL OF AGENDA OF OCTOBER 28, 2014 AND THE MINUTES OF SEPTEMBER 30, 2014 AND OCTOBER 7, 2014.

It was MSC to approve the agenda of October 28, 2014. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Vela, Breton, Holt, DeLoach, Magee, Flores-Lowry, Gerken, Gorga, and Colber. No nays. No abstentions. Approved.

The minutes of September 30, 2014 and October 7, 2014 were not ready for review.

2. PUBLIC COMMENT

Deborah Dah-Shanks, who served on the Faculty Senate in 1990s, reported on a meeting of the State Academic Senate Executive Committee in South Lake Tahoe on October 10, 2014.

Dahl-Shanks reported discussion of the upcoming fundraiser and clarification of upcoming resolutions suggesting that any resolution with factual assertions needs backup attachments with facts or statistics.

Dah-Shanks reported on a presentation on the Student Success Task Force and Goals by Patrick Carrey, Executive Vice Chancellor from the Chancellor's Office, and a presentation from Vice Chancellor of Instruction, Pam Walker, who gave a report about regional curriculum workshops.

Banks presented a report from part-time faculty to State Academic Senate on part-time faculty who are serving and interested in student success and access. The key things to report include: 1) an online report called from George Miller's congressional report, and 2) the college needs to see that money toward part-time office hours helps student success which supports the goals of students' success and equity plans.

3. COUNCIL COMMENT

None.

4. ANNOUNCEMENTS

Flores-Lowry reported that this Wednesday we have water polo games: women are at 3:30 p.m.; men are at 5 p.m. Wednesday night we have volleyball games; 6:30 p.m. Friday we start off with soccer at 3:30 p.m. and we play football at home this week.

Dorado reported that the Transfer Center Fair held today was a great success and had a good showing of the UCs, CSUs, and a very good showing from the private schools. If any students missed today, Dorado announced it will be open tomorrow at the San Ramon campus from 10 a.m. to 1 p.m.

Lema said The Dinner Theatre was a great event with a full dinner theatre crowd. Culinary and Drama did amazing work. She encouraged everyone to put the next dinner theater on their calendars and join us next semester.

Lema announced that today until 4:00 p.m. is the last day for voting for the part-time Faculty Senate Council Representative. Lema has put out multiple announcements reminding folks.

Lema said that Transfer Day was been a huge success. She participated today at the study abroad program table for recruitment.

Lema reported that Ann is out indefinitely which will impact the FS office work in terms of support with documents getting out before meetings. It will be awhile before minutes are back for review, but eventually we will resume regular review.

5. APPOINTMENTS

College Council

Beth McBrien (temporary appointment, spring 2015)

Distance Education Committee

Tonette Steeb, part-time faculty member

Integration Council

Jaimi Bailey, Counseling Department.

It was MSC to approve the appointments listed above. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Vela, Breton, Holt, DeLoach, Magee, Flores-Lowry, Gerken, Gorga, and Colber. No nays. No abstentions. Approved.

6. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake reported that we are moving forward on two hiring processes, one for positions that were allocated last spring, and another for positions allocated in this fall's Box2A process. The final interviews for the off-cycle recruitments and moving forward with meeting with the departments that will be hiring now according to that process to get those moving forward early. The College President is looking at 80-90 hours of final interviews in the spring for final interviews to spread them out over the next few months.

Westlake said that the Staffing Planning Task Force is getting to know each other, and hopes to have a staffing plan, ambitiously, by the end of this academic year. She said the Task Force would like to have it focused very tightly on how staffing would accomplish the goals of the Strategic Plan.

Westlake talked about the Enrollment Management conversations and the college's ability to contact high school juniors and seniors. What we'd like to do is take that ability and reach out to juniors and seniors in a way that replicates what four-year schools might do to reach out to seniors from their junior year. She said that we're trying to convey the message that DVC is not a second choice but as a reasonable, desirable alternative for them to move forward in their education. We're trying to determine the appropriate messages and communications to communicate with students in their junior year through their senior year. We're hoping that will be really helpful for the college to expand enrollment.

Westlake reported that the MESA program is about ready to begin on the October 31, 2014. Dorado reported that there will be a welcome meeting for the 40 MESA students accepted for this year and that Westlake helped the program by getting them soft space. Dorado said that MESA will start, hopefully next week, holding regular hours in the Center, to meet students, and conduct workshops. These will be held in the old Counseling Building. MESA, Puente, and UMOJA will be sharing space to welcome students. Dorado announced the programs are in need of furniture for this space. Westlake commended everyone for their work on MESA and said that over 100 students

applied for this brand new project. Westlake said the demand, need, and desire is out there and so the time is perfect and thanked President Garcia for going forward with the soft space.

Gorga announced that in regard to reaching out to high school seniors and juniors, the San Ramon campus is holding a parents' night for the local San Ramon area. He said SRC has put out many emails and has already received over 100 RSVPs for next Wednesday night at 8:30 p.m. in the Learning Commons.

Rachel said that she is attending Chief Information Officer (CIO) Conference. Lema said that FS will look forward to a report from Westlake's on the Conference.

7. UPDATED DRAFT OF THE STUDENT EQUITY PLAN

Lema thanked Newin Orante, Mark Akiyama, and Andy Barlow for their work on the Equity Committee and the new and revised Student Equity Plan. Although Lema said she is pleased to see it back for conversation and discussion. Akiyama said they will give an overview and background of the plan. He said they plan to come back in two weeks for a conversation after Faculty Senate has had time to review the whole comprehensive draft of the Student Equity Plan.

Akiyama reported that the committee received wide-ranging feedback from individuals who attended the May Student Equity Summit held by Center for Urban Education in Los Angeles. Over the summer Andy Barlow and Kenyetta Triples, our Outreach Officer, and Dennis Franco attended the Equity Summit. In the fall, Lema helped the Equity Committee identify additional faculty to assist with writing and reviewing the Equity Plan. These included *Sangda Miyoki*, Dennis Franco, Maria Dorado, and Andy Barlow.

Orante said that the dates, format, and data analysis have changed. January 1, 2015, the actual plan is due to the State of California. In addition to this new plan, it is the first time this program is funded at DVC for approximately \$736,000 for this academic year.

Orante said the main areas of the student equity plan are data analysis, goals, and recommendations. Orante explained that data analysis goes across five different indicators: (a) access, meaning the kinds of students coming to DVC in comparison to the general population, (b) course completion, (c) ESL and basic skills completion, (d) degree and certificate completion, and (e) transfer rate. All this data are disaggregated by race, gender, and a couple of other social categories, disability status. Some of the indicators include social/economic status which is a new indicator we haven't had before. In addition to that, the state also is acquiring a different sort of analysis for the data to actually look at something they call disproportionate impact. That's discussed in the document as well as how disproportionate impact is calculated. We were given this analysis of the data and requirements of the plan in March, 2014, so there was a rush to get the data in.

It was asked if students self-select and about the precision of the data. Orante replied that our data is probably not as good as the census data if you're looking at a situation of social categories. Improvement in research is one recommendation the Committee includes as part of the plan. Orante said self-identification is one thing it lets us bring up, but also the plan is requiring additional groups to be measured at DVC: veterans, social/economic status, foster children, which across these indicators, the data is very piecemeal.

Akiyama explained that in the past, the mandate defined the populations that are considered at risk. On September 2, 2014, SB860, a trailer bill, added veterans, social/economic status, and foster children.

Colber asked what factors we are measuring. Orante replied that access is looking at demographics of the general community, comparing populations by zip codes of students enrolling at DVC. So it's not looking at student's access to particular courses or counseling, just a general category that is the general population of that area and where the students live.

Colber asked why we are not measuring all the factors involved in the successful completion of degrees and certificates.

Orante replied that no one at the District level is doing that, but again, that's another recommendation. We have to not simply look at just a few indicators. Further, that research is one of the big recommendations of the plan

because the committee believes that all these indicators are co-mingled, so access to not only the college but also access to particular courses, when they occur, degrees, how many students transfer, and so on.

Colber asked if we are measuring the inter-relation. Barlow explained that our research helps us to ask the questions the data raises, but we don't have something in place to measure inter-relation.

Barlow said that the Committee took the wording of DVC's Strategic Plan directive and considered its meaning in terms of equity work. After much consideration, Barlow said that the committee derived the directive for this Student Equity plan which is to help out in modules, support practices and events, and inclusive excellence in all its programs and services. He said that the committee wants excellence that is based upon a fair understanding of equity and we want equity that stands behind a thorough understanding of the standards of excellence. That's what we mean by use of excellence. We don't expect an institution in any way to drop its standards. Quite the opposite, the committee actually feels that an understanding of excellence leads to a higher standard of excellence and a greater success rate.

Barlow said Goal 1 is derived from the Strategic Plan. It incorporates best practices into academic programs and services that leads to a whole set of objectives. The objectives are spinning out of very specific ideas. Many of these objectives are still in very early stages of development. Data still will need to be collected, and research done on them, and analyzed to discuss the results.

Barlow said that Goal 2 is to make sure decision-making and equity funding is transparent. The college will need to align equity practices with integrated planning and decision making. This needs to be done at the institutional level. We must have a collaborative process aligned with the strategic plan.

Dorado pointed out that we could streamline the process for high school students who have many hoops to go through to register at DVC.

Lema said one barrier is the difficulty students have at the beginning of every semester in registering for classes.

Barlow suggested analyzing DVCs part in developing effective processes through extensive inquiry.

Barlow said that Goal 3 is to make sure that equity funding of a specific project moves into ongoing funding which has been a historic problem.

Orante said that to sustain equity programs we need to measure their effectiveness by tracking soft money projects with student success.

Lema said that we have to pilot the shift to an institutional focus that will help us accomplish our goals.

Barlow said Goal 4 is developing a staffing plan that maximizes employee professional development.

Lema said that the Equity Plan is expected at the December Board and due at the state on January 1.

Akiyama said that we have \$736,000 for our institution to hit some indicators. We will need to make some changes with programs including development of new ones such as First Year Experience, Learning Communities, and Opportunities for Pathways. Research will be conducted and feedback will be welcomed. Through the projected budget, the intent is to build the capacity to do the work on an ongoing basis. The budget includes certificated and classified salaries and benefits which are part of the reality of doing the work. Discretionary projected budget categories include supplies, consulting, dues and membership, professional development, and postage (mailings to students and high school students).

Orante said that the Equity Committee developed an evaluation plan to address equity that includes (1) baseline data of the intervention itself, (2) analysis of Year 1, with suggestions for Year 1 to make adjustments in programs, and (3) analysis of Year 2 data with a summary of overall impact of that program over 3 years. SEC will assess progress of the plan and its impact on equity at DVC to address issues in programs and intervention.

Lema thanked the committee and suggested that folks share, discuss, and provide feedback at FS at the next Senate meeting in November.

8. TECHNOLOGY COMMITTEE REPORT

Lema welcomed Cathy Walton-Woodson and Dan Kiely, co-chairs of the Technology Committee, to give an update on the TC work.

Kiely reported in addition to planning updates from IT, TC has gone through almost all the ongoing items and has been focusing on Student Success Software and a District solution, Deepfreeze, for a 90-second login.

Colber pointed out that in ATC classrooms the login is not only 90 seconds, but also students have to reboot, the instructor computer didn't work, and no instructions were provided.

Gerken asked TC if they will give pushback on login for each use of lab computers that sit on small carts with firewall data.

Kiely said that login for each use is based on security, but good reasons for bypassing the rule will be considered on a lab-by-lab basis.

Kiely reported that the Committee is considering what technology is needed in smart classrooms and to determine smart classroom standards. They are also discussing purchasing accessible software and hardware for faculty and staff.

Freytag requested that TC lobby for transparency of ongoing projects, technology plans, and computer labs. Kiely replied that one of our goals is when setting standards is transparency. This applies to classrooms to ensure compliance with the plans faculty agreed on. Pleasant Hill is trying to create a standard similar to SRC for the use of podiums, controllers, and speakers for classrooms.

Lema asked what the Committee considers to be the primary changes of responsibilities occurring in the TC.

Kiely replied (1) setting standards about the kind of technology needed in advance of building a new building construction and remodels.

Lema thanked the Committee for their work to help set technology standards for ease of use in classrooms.

Kiely also reported that last spring IT began a new service-level agreement that sets benchmarks for IT priorities of issues and speed of response to different types of tickets. The service level agreement was sent to President's Cabinet in spring 2014. He said that TC would be happy to return to Senate for further discussion.

Lema said that FS looks forward to updates on the Committee's work.

9. COLLEGE COUNCIL

Lema said that Ted Wieden will present a preview of the Mission Statement and an overview of the tentative accommodations and recommendations from the visiting Accreditation Team. Beth McBrien will give a brief summary of the ICs' report.

Wieden said that the following information regarding accommodations and recommendations is not the exact language and is subject to change because the Accreditation Team makes recommendations to the Commission which reserves the right to make changes.

He said the accommodations are tentatively as follows:

- (1) A leadership culture focused on student success,
- (2) Innovative approach to automating web, SLO, and web curriculum systems,
- (3) Faculty's lead role in maintaining tutorial services,
- (4) Comprehensive approach to equity, diversity, and excellence, and
- (5) Overall college focus on student success.

Wieden said the first three recommendations are for DVC specifically and the last one for District. He said the recommendations are tentatively as follows:

- (1) Need to provide equitable Student Services at SRC, and
- (2) Need to make sure all future construction projects take into account the total cost of ownership, which Wieden explained is the total cost of owning and operating and deconstructing buildings. The Library unit plan needs to include SLOs.
- (3) District recommendation is to more completely link faculty evaluations and SLOs.

10. PRESIDENT'S REPORT

Lema reported on announcements from the ASCCC Area B meeting. She said there will be a pilot program for Community Colleges to offer BA. The types of degrees that will be offered will be primarily technical programs and ones not offered at CSUs.

She announced there will be an academic academy on equity and student services in March 2015. She stated currently there is not state funding for professional development however; there will be a state project that develops a professional development college consisting of a variety of modules. Through this program faculty may acquire leadership development and enroll and receive units from Sacramento State.

We anticipate in 2015 changes to the audit fees. Lastly, concurrent enrollment for high school students will likely return.

11. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*