

**FACULTY SENATE COUNCIL MEETING
DECEMBER 8, 2015
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: Beth McBrien (President), John Freytag (Vice President), Katrina Keating (Rep-at-large), Peter Churchill (Corresponding Secretary), Cheryl Carter (Counseling), Patrick Moe (Applied and Fine Arts), Carolyn Seefer (Business), Theresa Flores-Lowery (Kinesiology), Marva DeLoach (Library), Barbara Hewitt (Biology/Health Sciences), David Vela (English), James Magee (Math/Computer Science), Joe Krivicich (Physical Sciences), René Sporer (SRC), Valerie Colber (Part-time Faculty), Muhammed Gheith (Part-time Faculty)

ABSENT: James Magee (Math/Computer Science), Buzz Holt (Social Sciences)

GUESTS: Becky Opsata, Rick Robison, Rachel Westlake

1. APPROVAL OF AGENDA OF DECEMBER 8, 2015 AND THE MINUTES OF OCTOBER 20, 2015.

It was MSC to approve the agenda of December 8, 2015 as revised. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, DeLoach, Hewitt, Vela, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

It was MSC to approve the minutes of November 24, 2015 with corrections. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, DeLoach, Hewitt, Vela, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None

3. COUNCIL COMMENT

None.

4. APPOINTMENTS

2016 Faculty Lecturer

Laury Fischer

It was MSC to approve the selection of Laury Fischer as the 2016 DVC Faculty Lecturer. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, DeLoach, Hewitt, Vela, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

5. ANNOUNCEMENTS

Michelle Krup reminded Council the annual ceramic art sale is taking place today through Thursday in the BFLCCR.

McBrien reminded Council the DVC Drama production of “The Diary of Ann Frank” is running through December 13, 2015.

Sporer said last year SRC started a parent's night for the local high school and they had about 80 attendants. This year they had about 220 so it was very successful.

6. DRWAC

Laury Fischer told Council the Developmental Reading and Writing Across the Curriculum (DRWAC) is funded by FCS funds through reassigned time. He said we have been implementing several programs across the curriculum over the years including Learning Communities, Puente, Umoja First Year Experience and STEM. He explained like DRWAC, these are programs where teachers work with similar groups of students to promote student learning. He said there is also a Supplemental Instruction in Reading and Writing Across the Curriculum (SIRWAC) where tutors are embedded in classes. He said also the Mesa program is under consideration for implementation.

Fischer said there is a lot of initiative to look at hiring faculty who are onboard with working with developmental students not in developmental classes but classes like political science, humanities and philosophy. About 70% of our students are in developmental classes.

Fischer said we now have a course called English 155 Reading Across the Curriculum in the Social Sciences. It is designed for students that are doing poorly in their Social Science classes. In Eng 155 students bring their required reading from their Social Science classes. It has gone very well. We are now thinking about adding reading and writing across curriculum class for those in the sciences. We have also looked at having reading and writing across the curriculum classes taught by instructors from Biology or other disciplines besides English.

Fischer said last semester once a month on Fridays they had a group of about 15 instructors come together to talk about reading and writing across the curriculum. There was discussion about paying people to become teacher leaders who would go back to their departments and have regular conversations about students that are struggling with reading and writing.

Fischer said there has been discussion about writing a grant to do a version of this in Fall 2016. He said he does not want the program to be "his" and Kris Koblick has expressed interest in taking over the program.

Hewitt suggested the materials for this program should be on D2L.

Fischer said he recommends a manager or faculty on reassign time oversee this because it needs to be institutionalized to make sure it continues.

Moe said interview questions should include one about working with Developmental Ed students. He said his department had a question about this in a round of interviews and a lot of candidates said they don't work with developmental ed students.

7. MEASURE E FACILITIES PLANNING DOCUMENT

McBrien urged Council to take the document back to their areas and have conversations about it and it will be back on our first agenda in January. She said President Garcia would like a general endorsement of the program, not the particulars on the projects yet.

Michelle Krup said Garcia has mentioned the problems of repeatability especially in art and Kinesiology. She would like to see numbers on that because her understanding is the college as a whole is down in enrollment and she suggests we look at percentages would be a good thing to look at in terms of sizes of programs because square footage is going to be based on the current size of programs. She said she does not think enrollment is a good thing to base program needs on because if the whole campus is down in enrollment she would like to see questions about the registration process and what obstacles there are that may make people not bother. She would like to see the opportunity for some growth for the college built into the plans. McBrien said Westlake is doing a lot of number crunching and should have that information at Flex in January. She said also enrollment numbers and percentages are not the end of the conversations, but rather a starting point for the conversations about individual projects.

Freytag said his understanding from Garcia was that some of the projects that could be constructed with room for programs to grow.

Freytag told Council the Forum was recorded and is available online.

8. PROFESSIONAL DEVELOPMENT PLAN

Rick Robison reviewed the changes that were made to the Professional Development Plan draft based on discussions with the Academic Senate and other constituency groups.

It was MSC to approve the draft of the Professional Development Plan to move forward. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, DeLoach, Hewitt, Vela, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

9. STUDENT LEARNING OUTCOMES

McBrien said there has been discussion about the issue with keeping programs out of the resource allocation process if they did not complete their SLOs or Title 5 updates. The Title 5 process and due dates are very clear. However, it's not as clear for SLOs. The SLO Committee has now developed an improvement plan gives six months to improve (complete) SLOS and get back on track.

Lindsay Lang said the SLO Committee is going to change the name from the Improvement Plan to the Assessment plan because that better describes what it does. She said this came up this year is because SLOs are not always so clear cut, and also because the system has changed from having to do 1/3 of their course offering every year to do each course every four years. They don't want the system change to end up penalizing programs. This only applies to courses that were supposed to be assessed, were offered but did not get assessed. The SLO committee will help facilitate those courses getting assessed the next time they are offered. They will meet with those areas and give them a "scaffolding" of materials to complete their assessment. They are asking for the Senate's endorsement so after December 31st when the assessments for last academic year are due, they will be able to begin working with those areas that did not complete theirs by the due date. Those courses that were not assessed and are not offered again won't be flagged for the Assessment Plan.

It was MSC to endorse the Assessment Plan to be implemented on eligible courses in the spring. The following members all voted aye: Freytag, Keating, Churchill, Flores-Lowry, Carter, Seefer, DeLoach, Hewitt, Vela, Moe, Krivicich, Sporer, Colber, and Gheith. No nays. No abstentions. Approved.

10. VP INSTRUCTION

Westlake said we have been thinking about our website and how we can improve it. She said the Enrollment Management Consultant recommended that a college website should be geared toward the students, and the things that perspective students are most interested in seeing information about are academic programs, and financial aid. Addressing this will be in two major phases. For the first phase Chris Knox has been working with some Google analytics to try to understand what positioning on a webpage and what kinds of titles and buttons will students most associate with the information they are seeking. She has also been working with student focus groups and having them test out some different kinds of positioning and wording. Westlake said Knox is beginning to set up activities to redesign our front page. Academic Programs and financial aid will be prominently displayed on that page. Next we have to follow our inks and see where they take the student. She said that now we don't have links to programs, just divisions and departments.

Westlake said we will probably pull together a workgroup to cluster disciplines. She said it would be good to have a couple counselors on the workgroup and also a student from an ArtDM class, and a student from EOPS other population that might struggle with trying to find the information they need.

Westlake said the next page will be to work on the discipline pages more engaging to prospective students. She said we would like to have the new front page up in February or March. She told Council they are thinking about hiring someone as sort of a liaison between the marketing office and the disciplines. Carter said we should hire a web master (even if they are temporary) to help with technical issues.

Sporer said often student have no idea what they want to study. Westlake said we could do some google analytics on that.

Churchill said we had talked about starting with a blank site but we can do the cluster thing for now and simultaneously have someone working on an all new one.

11. COLLEGE COUNCIL

Freytag said at the last College Council meeting they heard from the Budget Committee and they are looking for ways we can be more efficient and save money for the college. One suggestion was made to centralize the purchase of copy paper. He said some departments have had contract through various vendors. The Budget Committee recommended large purchases be made by the Printer Shop and departments would buy paper from the Print Shop. Keating asked if this was discussed with Central Services. Freytag said he does not know but he will look into it.

Freytag said the College Council also been considering the Budget Committee membership and possible changes. Freytag said the College Council debriefed on the Measure E Forum and agreed it was a successful activity. Freytag said the Forums are proving to be a good thing for such a large proposal that affects so much of campus over the next ten year.

Freytag said College Council heard a presentation on the Student Equity Plan from Newin Orante. They also discussed the CSSSE survey and up to 15 additional questions that were recommended by the Research and Development Committee. College Council approved the questions that included where students are getting their academic advice such as how often do they contact a counselor, how often they meet with their instructors, what obstacles do they have to achieve their career goals. The survey will be administered during the Spring semester to hundreds of students by an outside company.

Ted Wieden clarified that the survey is about student engagement, not about a student's performance in the class in which they are taking the survey. Freytag said faculty will be asked to encourage students to put their student id# on their surveys to help track data. Wieden said the survey is only administered in face-to-face classes. He explained the company that administers the survey, has an algorithm in order to come up with a statistically representative sampling. He said this time we will be doing more oversampling to help catch under-represented students, first-year students, and things like that.

Freytag said College Council also discussed a recommendation from the Research and Planning Group regarding the College Council's Partnership for Student Success Initiative. He said College Council had an all-day study session earlier in the semester where they discussed ways the College Council could improve student success and retention. One idea that was proposed was the Partnership for Student Success where they will put together a cohort of students that would be paired with an employee to help them overcome barriers. Through this we would learn what the barriers are. He said initially the goal was to identify 250 students for participation. But they realized we would need to get 250 employees involved so they reduced their goal to 100 to 150 students. The Research and Planning group proposed that we select the cohort from one or several local feeder schools. He said students entering from high school represent about 1/3 of our students. Other possible cohorts proposed are 20-24 year old first time DVC students which is the largest category of students we have after high school graduates. College Council agreed to select the cohort from the latter group because they contain the largest percentage of at-risk students of the cohort groups proposed. College Council also discussed the staffing and coordination of this effort. He said more information will come out in the spring about how employees can be involved. They discussed what would be a reasonable amount of time an employee would need to participate in this program. He said they are discussing possible compensation.

12. PRESIDENT'S REPORT

McBrien explained the UF was attempting to put a place holder on funding for equity training in terms of Professional Development and the UF draft suggestion was made to have an Equity Hour. She said we need to put together a task force to come up with something that would be a substantive piece for equity training for all faculty, part-time and full-time.

Barlow told Council there is a group called Teachers Educational Network that we contacted because they have done a lot of work through K-12 about engaging the students in the classroom with a very constructive process to learn where they need help and then see what the instructor needs to be more effective in reaching some of the students in the class that are struggling. He said the TEN has a good evaluative tool that allows that conversation to get started. Then it is up to the instructor to develop the type of intervention they would like to use to try out once they have received the training. This group is now expanding to colleges and they would come in for three years to work with us if we decide to use their program.

McBrien reminded Council that Orante had said the timeline is not so rushed and having to spend this money as quickly as before. We now have the spring to develop it. She said we will be forming a task force to look at this effort.

McBrien told Council we will bring the Senate goals back in the spring to assess where we are in accomplishing them.

13. ADJOURNMENT

There being no further business the meeting was adjourned at 3:55 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*