

**FACULTY SENATE COUNCIL MEETING
APRIL 28, 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: Laurie Lema (President), John Freytag (Corresponding Secretary), Beth McBrien (Vice President), Maria Dorado (Counseling), Peter Churchill (Business), James Magee (Math/Computer Science), Buzz Holt (Social Sciences), David Vela (English), Milagros Ojermark (Applied and Fine Arts), Catherine Machalinski (Biology/Health Sciences), Marva DeLoach (Library), Craig Gerken (Physical Sciences), René Sporer (SRC), Valerie Colber (Part-time Faculty)

ABSENT: Theresa Flores-Lowry (Kinesiology)

GUESTS: Rachel Westlake, Mario Tejada, Andy Kivel, Katy Agnost, Heather Lee, Rick Robison

1. APPROVAL OF AGENDA OF APRIL 28, 2015 AND THE MINUTES OF APRIL 7, 2015 AND APRIL 21, 2015.

It was MSC to approve the revised agenda of April 28, 2015. The following members all voted aye: McBrien, Freytag, Churchill, Dorado, Vela, DeLoach, Machalinski, Magee, Holt, Ojermark, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.

It was MSC to approve the minutes of April 7, 2015. The following members all voted aye: McBrien, Freytag, Peter Churchill, Maria Dorado, Vela, DeLoach, Machalinski, Magee, Holt, Ojermark, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.

It was MSC to approve the minutes of April 21, 2015. The following members all voted aye: McBrien, Freytag, Peter Churchill, Maria Dorado, Vela, DeLoach, Machalinski, Magee, Holt, Ojermark, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.

1. PUBLIC COMMENT

None.

2. COUNCIL COMMENT

Dorado said in reference to Chrisanne Knox's presentation at the last Council meeting on the DVC website, she understands that the graphics and marketing office don't have enough resources to devote too much to the web page. Dorado discussed this with a few people in her department and it was suggested some 3SP funds be used to hire someone to help us redesign the website to be more user friendly.

Sporer said she would like an update on the smoking policy. Lema said Orante is discussing it with ASDVC and will report back to her about the discussion. Lema said she has suggested to ASDVC leadership to find out what students think at the other two colleges. If students at all three colleges are pushing for a change would carry a lot of clout. She also suggested to them to get this issue on a Governing Board agenda.

3. ANNOUNCEMENTS

Lema shared an article on top community colleges in California published by EDSmart.org. DVC is rated fourth for large colleges.

Lema told Council the discussions on our college governance are continuing. She reminded Council to be sure to share the resolution they passed on college governance with their divisions. Lema said she realizes there has been some concern about this process for discussing and making recommendations for our governance structure. She said if they recommend major changes, they may expand the body to vet it further. If they recommend minor changes it will probably go directly to the constituency bodies for feedback. She explained the discussion group participants were sent invitations from the college president based on the types of expertise that was needed. She said this is not a Brown Act meeting but she will keep Council updated when there is more to report.

Lema said the deadline for nominations for Faculty Senate Elections was Monday. One candidate for each office, President and Vice-president, submitted nomination forms. Beth McBrien has put her name in for President and John Freytag has put his name in for Vice-president. She explained since there is no contest for either office, the ballots will be slightly delayed to include the recommend changes to the Senate Constitution.

Lema reminded Council the DVC Retirement Dinner is scheduled on May 8 in the Norseman. She encouraged all faculty to attend and honor the years of service by their colleagues.

4. APPOINTMENTS

None.

5. DISTRICT GOVERNANCE COUNCIL REPORT

Lema told Council at DGC there was a discussion about budgets, and FTES goals, and the impact of the college web sites on student's abilities to enroll in the colleges. She said DGC agreed to invite District IT to a meeting for a discussion on these related issues. Lema said there are anecdotes about students who could not figure out how to enroll and register so they gave up.

Lema said she went to the enrollment lab to inquire about barriers to DVC students applying to the college. She was informed that students now have to fill out a state application prior to the college application. Students sometimes do not realize they are required to fill out two applications. Lema said Satish Warriar will attend the next DGC, and has requested actual examples of the problems students encounter on the website when applying to the college.

Dorado commented that last week there were at least two days of glitches in the Ed Plan system. And then on Saturday it went down completely and Counseling had a class for developing Ed plans scheduled. She said the class ended up making their Ed plans on paper and they will still have to be entered into the system.

Machalinski said students Ed plans do not go into the system the same day they write them. Dorado added that the system is too slow. She said she often spends a half hour session with a student and is only able to register them in two classes.

Lema summarized the issues she has heard so far. They are: that the student has to apply on both a state application and then a college application and that is not clear; students are not required or asked to pay for their classes when they register; the internet goes down frequently; and the Ed plans are not updated fast enough.

Lema said she also found out high school students who are concurrently enrolled, have to apply every semester. Westlake said she will find out if that is a local or state requirement.

Freytag said he knows of adults who have degrees are that do not include that information when they apply because it is too lengthy. That is information that the state Chancellors office does not capture.

Machalinski said IT managers should sit and go through the processes themselves and experience the roadblocks.

Freytag asked Dorado how long would the Ed planning process take if it worked well. Dorado said before the technology was in place, she could map out an Ed plan on paper in 30 minutes.

Holt commented that the ultimate issue is that system maintainers and users have different ideas of what is important, who does what, and who should be running the show. He said we need to ask the question, who does IT work for? He said he feels the people who maintain the web page and the computer systems and programs get

defensive and territorial and convey the message that we have to go along with whatever they design. He asked, what do we have all this technology for?

6. FACULTY SENATE BYLAWS AND CONSTITUTION

Colber said in Article 6 section 4B4 of the Constitution it should say “will” instead of “may”. She said it should not be optional to appoint a part-time representative. McBrien commented that if it’s a mandate and no one wants to do it, what happens then?

Lema said the part-time representatives are at large and other representatives are elected by the divisions. She asked how we should handle this for the full-time representative are at-large.

Holt asked if a representative leaves in the middle of their term, would the appointment be for the remainder of the term. Lema said that is correct.

Lema said we always try to make sure all positions on the Council and committees are filled.

Council agreed to make the change suggested by Colber of “may” to “will”.

Council looked at the Bylaws with the recommended changes. Colber said she has been asked by part-time faculty if there is anything that prevents part-time faculty from being on senate committees. It was explained the membership of senate committees are outlined in their charges that are separate from the bylaws and there are some positions for part-time faculty on some senate committees.

Gerken noted that in Article 4 section 1.F. it lists the three ways a committee vacancy can be filled but only the first two are numbered. He suggested the paragraph on at-large representatives should be number 3.

Gerken asked why are we changing the name to Academic Senate. Lema said most colleges use that title for their senates, and it changes the focus from the constituency to the work of the senate.

Lema said she will write a prelude to go out with the ballots explaining the rationale for the name change.

It was moved and seconded to approve the recommended revisions to the Constitution go out for a vote of the Senate as a whole.

Colber said in Article 5 section 3.I. it should read, “When voting for *a* part-time representative..” instead of “*the* part-time representative”, to make it clear there is not just one part-time representative. Council agreed.

The question was called. The following members all voted aye: McBrien, Freytag, Maria Dorado, Vela, DeLoach, Machalinski, Magee, Holt, Ojermark, Gerken, Sporer, and Colber. No nays. Churchill abstained. Approved.

7. VPI REPORT

Westlake told Council she recommends we start conservative in setting our Indicators for Successful Course Completion. She said based on our previous numbers, she recommends we set the goal at 3% over six years. Sporer asked if we can change it if we realize we are not going to reach it. Westlake said we can. Sporer said in that case we could be more optimistic to start. Westlake said these are aspirational goals and we are already using some strategies to improve course completion so we start with a more conservative goal until we start to implement new strategies that could increase our numbers and therefore our goals.

Lema asked if we had to retract because of a reduction in budget, how would that impact the goals?

Westlake said she thinks the intent of these goals is for us to be setting goals that we are looking for, we make efforts to achieve, and we are thoughtful about them when we don’t.

McBrien asked if meeting these goals could shift the funding in our resource allocation process. Westlake responded that the goals are sort of aligned with our strategic plan and our budget priorities are based on our strategic plan. She said if we had to shift budgeting priorities that would be a larger discussion.

DeLoach asked would a 3% goal for 6 years mean a .5% per year? And can we reset our goals as we move along if we feel the need?

Westlake said that is correct. She said starting next year we will have to set goals for all the other areas listed as indicators.

Magee asked who will be looking at our progress? Westlake said it is for us to set our college goals within the framework established by the state.

Sporer, said what we are measuring is a percentage of successful course completion not a number of how many successful course completions. So that means if we had to contract, we could still have the same percentage of success rates.

Machalinski commented that we had been told SLOs were not supposed to be connected to faculty evaluations but then accreditation dinged us for not connecting them. She thinks the same thing will happen with these goals.

Westlake said we are required to set these goals by the State Chancellor's Office. Her understanding is if we don't start setting these goals this year, we could lose 3SP funding.

Council discussed what goals percentage to support. Council agreed to set a goal of 3% for six years and revisit it next year when they set the other goals next year.

It was moved and seconded to set the goal for Indicators of Successful Course Completion at .5 % a year and 3% for six years. The question was called. The following members all voted aye: McBrien, Freytag, Peter Churchill, Maria Dorado, Vela, DeLoach, Machalinski, Magee, Holt, Ojermark, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.

8. NEXUS REPORT

This item was postponed. The presenter was unable to attend.

9. COLLEGE COUNCIL REPORT

Lema informed Council the College Council agreed to remove the College Philosophy statement for now and revisit it when we review the Mission Statement next year.

Lema said the IPC has recommended changes to DVC Procedure 1017.01 Reviewing the Mission Statement. The document with the suggested revisions was not available so this will be on the next agenda.

10. TUTORING ADVISORY COMMITTEE (TAC)

Katy Agnost, Rick Robison, Heather Lee and Mario Tejada, Carrie Million, were in attendance to report on the work of the TAC with the DE on implementing online tutoring.

Agnost reviewed with Council a PowerPoint on the project. The system that has been selected by the state chancellor's office for online tutoring is the Links System. She said the TAC met with Links representatives and they were impressed with what is offered. The TAC also consulted with the DE about the Links system.

Lema commented that this is a statewide initiative for online tutoring. The State Chancellor's Office has the contract with Links.

Agnost said they have two options with Links. We can do a fee based service that uses their tutors, or there is a world-wide whiteboard that uses our own tutors.

Agnost shared some of the features of the system such as doing audio only, and it can be used on laptops and mobile devices also. She said they charge \$25 an hour for their tutors. Our tutors are paid \$10 an hour but we don't have tutors for all the instructional areas.

Sporer asked what the qualifications are of the Links tutors. Agnost said they all have BAs and many of them have Masters. Agnost added that all their tutors are in one location so there is a standard of engagement as they call it.

Magee asked if students can get 24 hour access. Agnost said it depends on the subject and what tutors are available at that time.

Agnost said the Links tutors can have access to textbooks that the students have been assigned.

Gerken asked if an instructor can work with a student through Whiteboard. Agnost said she will have to find out.

Gerken asked if there is a mandate to supply online tutoring. Agnost replied that in terms of equity, yes.

Machalinski said we should use our own tutors and use the net tutor for late night or areas that don't have tutoring.

Lema said we have two senate committees working on this so we can task them with making a recommendation to the Senate Council. Machalinski added that we need to make sure the information that goes out for feedback is consistent.

Freytag said he would like to see the language of what we are required to do for equity.

Lema said we could have Tejada and Wieden come to Council and give an overview of accreditation requirements related to tutoring.

Agnost told Council we still need a tutoring coordinator.

Lema said the Senate could support having a coordinator in a resolution.

Heather Lee commented that they want to provide as many effective strategies as possible. She said they have looked at other models that made them nervous and this one they feel pretty good about. She said they do want to test it to see if what they were presented is really what they do. She added that ideally it is cost effective to use our own tutors.

11. PROGRAM REVIEW

This item was postponed due to time restraints. Lema asked Council to review the documents for discussion at the next meeting.

Westlake said they should focus on the Strategic Plan when they are reviewing the documents. Lema said to let them know if there is any lens they did not include.

12. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

