

Des Moines Area Community College

## Open SPACE @ DMACC

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College Council

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9-24-2024

### College Council Meeting Minutes (September 24, 2024)

DMACC

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## College Council Meeting Minutes

Tuesday, September 24, 2024

2:45 p.m.

Online (Teams)

### Call to Order

Co-chair Bethany Sweeney called the monthly meeting of the DMACC College Council to order at 2:46.

### Attendees

See [spreadsheet](#).

(College Council Teams > Documents > General > Agendas and Minutes > 2024 > College Council Meeting Attendance.xlsx)

### Approval of Agenda

There was a request to add the email from MD about Canvas and the college survey.

The agenda was unanimously approved with the additions.

### Approval of Minutes

The minutes of the August meeting were unanimously approved.

### Subcommittee updates

- **Representation Committee**
- **Data, Communications & Archive Committee**
  - Met to review the recommendations form, work is ongoing.
- **Policies and Procedures Committee**
- **Student Committee**
  - Cody will be reaching out to people in the next week or two to begin committee work.

### DEI Implementation

This was not shown to be a concern in the Great Colleges survey. Multiple departments have set formal goals. Official studies and data will be gathered throughout the year to inform improvements for the student experience at DMACC.

### AI at DMACC

DMACC is in the process of creating a certificate program in partnership with Intel.

### Old Business:

- College Council Charter Revision
  - Update
    - Staff voting criteria – verbiage changed to match the previous vote.

- Included Sec. 5.3 Work Session
  - Replaced “Chair” throughout with “Co-Chair”
  - Added the position of VPO. This was not a position that existed at the college when the original Charter was written.
  - Added the Appendix.
  - Changes to 2.2.2.3 were noted by College Council members upon review and will be updated.
  - “Commission” references were updated to “Committee” with the exception of the Diversity Commission.
  - 3.3.1 vote verbiage was updated to reflect who would vote in that scenario.
  - Minor updates to grammar and structure were made throughout the document.
- A motion was made to accept the current version of the charter as our permanent charter. It was unanimously approved.
- The charter will be sent to the Executive Committee for review.
- DFW Ad Hoc Committee
  - There will be a study on DFW rates in an English and a Math class through the course of the year.
  - If you are interested in participating in the process, there will be monthly meetings and one task to work on per month.
- Recommendation Form
  - Discussion postponed until October.

#### **New Business:**

- Quality Initiative Language
  - The annual report for shared governance is in process.
  - The QI review panel recommended that DMACC further develop how the College could benefit from the inclusion of one or more milestones directly related to measurement and reflection of how the College Council promotes quality improvement of the institution’s academic programs.
    - Further consideration of the alignment of the College Council’s implementation with other institutional priorities.
    - Working on the DFW panel is a clear indication of how the College Council is connected to this.
    - Guided Pathways?
    - College Council continues to share and discuss DEI updates to disseminate information on this institutional priority.
    - College Council is also working on participation of students in addition to DEI goals centered on student experience.
    - There was a suggestion about sharing successes and failures from academic pathways through College Council to help improve processes in other programs as there is no current mechanism for this type of communication.
      - Discussion followed on whether this work would belong with College Council or with another Shared Governance group. It was suggested that we have some sort of reporting from other shared governance groups at College Council meetings.

- Adjunct compensation for meetings/training
  - Adjuncts are not paid at an hourly rate and felt they were not being compensated for the 2.5 hours of training that was recently rolled out.
  - There was a question about what would happen if training wasn't complete. Currently the only guidance on this is that supervisors will be notified and after a time, Executive Committee would be notified.
- Update on Tuition Waiver Scholarship program
  - An email was recently sent out stating that 5 places were available for certain employees.
  - A follow-up was sent from College Council as more than 5 credit Adjuncts utilized this benefit last year. The decision was that Credit Adjuncts would be permitted to take advantage of this benefit outside of the 5 places and the messaging would be amended for next year.
- Engaging with college community
  - College Council Co-Chairs will host listening sessions across different campuses this year.
  - College Council members are asked to find a way to share College Council information and promote membership as widely as possible within meetings, committees etc.
  - It was suggested that we also promote the concept of shared governance across the college as many people do not understand the power of this within an institution.
  - Ideas on how to engage students with College Council were noted and will be shared with the Student Committee Chair.
- Canvas email from MD
  - The email was sent to all full-time faculty regarding new roles called PYChair in Canvas with limited permissions and view-only capabilities to assist in coaching.
    - The new role has been added to everyone's Canvas shells with the intent that it is non-evaluation and only support based.
    - It was noted that Deans and Provosts have always had access, some Chairs have had access. It is now more consistent.
    - There will be further training for Pathway Chairs.
  - Concerns were raised about pedagogical decisions being made by people without expertise.
  - It was noted that in a face-to-face course, the use of the Canvas shell is significantly different to online or web blended.
- Great Colleges Survey
  - The survey results were emailed by President Denson on September 23.
  - There was discussion about the results for DMAACC between 2023 and 2024 and what the priorities may be for leadership.
  - There were concerns about the accessibility of getting to a place at a specific date and time to express issues directly to leadership in person.
  - There were concerns about the dates and times limiting participation.
  - Suggestions were made about providing feedback to the Executive Committee about alternative ways to gather input beyond the forums.
  - Members are invited to email suggestions to College Council.

**Adjournment**

The meeting was adjourned at 4:32 pm.

**Next meeting:**

Extra Discussion Meeting: Thursday, 10/10, 2:45pm, Teams

Next Meeting: 10/22, 2:45pm, Teams