

Diablo Valley College
ACCREDITATION INTEGRATED WORK GROUP
Summary Notes
May 1, 2009, 3:00-5:00 p.m.
Community Conference Room

In attendance: Richard Livingston, Ellen Kruse, Keith Mikolavich, Russ Holt, Sue Handy, Sue Rohlicek, Jeanie Dewhurst (note taker), Jason Cherry, Maria Barno, John Mullen, Ted Wieden, Coleen Lento, Laurie Lema, Tish Young, Kathleen Costa, Ray Goralka, Deborah Blue, Jocelyn Iannucci, Beth Hauscarriague, Ligia Morcillo, Dona DeRusso, Mohamed Eisa, Emily Stone, Susan Lamb, Judy Walters, Chris Leivas

Topic	Summary
Welcome/Introductions	Richard Livingston welcomed everyone and explained that today's meeting is another in a series of integration meetings. We agreed today to discuss the proposed calendar, and if time permits, test the process with a scenario.
Program Review	<p>Ray Goralka, tri-chair of Work Group Three, distributed a draft program review annual cycle. He explained that program reviews will be completed by early December and forwarded to Validation Teams. Validation teams will review in December-January. Prioritization rankings will occur January-February 15. The rankings will then be forwarded to the college-wide prioritization committee by February 15. These rankings will be forwarded to the College Council by March 15. Concerns were expressed about the four-week timeline. There was a discussion about whether this deadline would meet the requisition submission deadline. It was agreed that the leads of the work groups will work with Chris Leivas, vice president of finance & administration, to finalize the deadline dates.</p> <p>Dona DeRusso, tri-chair for Work Group Three, distributed ranking rubrics for the prioritization ranking groups of each program review process. Work Group Three agreed that all three program review processes will have similar validation and request forms. Work Group Three members would like to know how the college-wide prioritization and allocation committee will rank the requests. They would like the same criteria used in the validation stage of the program review reports. Each unit will either go through a comprehensive review or an annual review every year.</p>
Work Group One	Ted Wieden and Sue Handy, co-chairs for Work Group One, shared the work group has made a recommendation to include a vice president as a voting member on the College Council. They have finalized and approved College Council responsibilities, and have begun working on the committees that will report to the College Council. They will recommend the following committees report to College Council: budget, technology, staff development, diversity, space allocation and facilities, sustainability and safety, and Instructional Council. They are continuing to research current committees that already exist and their current reporting relationship. Wieden explained that there is a strong commitment to the concept of integration. They have discussed giving the Instructional Council a new name, charge, and increasing the membership to include student services representatives. Their next task is the development of an evaluation process for the College Council. Planning Council's duties is still under discussion.
Work Group Two	Mohamed Eisa, co-chair, shared that Work Group Two had 11 items on their agenda this morning and addressed all of them. He distributed a chart showing, Integrated Planning, Evaluation, and Resource Allocation. The

	<p>work group came to resolution on the values, charge, and rubrics for the college-wide prioritization and resource allocation committee. They agreed that the values will be the same as those stated in the College's Strategic Plan with a little tweaking. The charge of this committee is to develop annual resource allocation plan based on ranked program reviews and college-wide plans. The plan shall be developed using the values and mission statement for DVC. The committee will educate the DVC community regarding the results of the prioritization and allocation process. Eisa explained that the ranking rubrics is similar to what is proposed by Work Group Three for the individual program review ranking committees. This committee will make strong recommendations to the College Council.</p> <p>A question was asked if this committee is the new "budget" committee. After discussion, it was agreed to wait until Chris Leivas arrived at the meeting.</p>
<p>College-wide prioritization and resource allocation</p>	<p>Chris Leivas, Vice President of Finance & Administration, shared that he sees the prioritization and resource allocation committee as the budget committee. This committee should be educating the college community about the budget. As we begin the new funding phases, we need to have a group that is well educated about the budget and is ready to get the education out to the community. Leivas stated that it would be difficult to have two groups with different missions. Judy Walters, President, shared that the Accrediting Visiting team did not understand why we have two current budget committees. Leivas shared that the current budget oversight committee makes decisions by consensus and the current Budget Review committee makes decision by ranked voting.</p> <p>There was a discussion about the make-up of the prioritization and resource allocation committee that appeared in the April 24 summary notes.</p> <p>After discussion it was agreed by everyone who attend today's meeting that the membership of the College-wide Prioritization and Resource Allocation Committee will be:</p> <ul style="list-style-type: none"> 2 members from the Instructional Program Review Area 2 members from the Student Services Program Review Area 2 members from the Administrative Program Review Area 1 Vice President of Finance & Administration 1 Faculty Senate rep 1 Classified Senate rep 1 ASDVC rep 1 Administration rep <p>Caveat: Representatives from the program review committees shall not all be managers. The decision-making process should be clear on the definition of consensus, and there should be an alternative if consensus is not reached.</p>