

CLASSIFIED SENATE MEETING NOTES

April 15, 2010

Jocelyn Iannucci welcomed all attendees to the meeting.

CLASSIFIED PERSONNEL IN ATTENDANCE:

Jocelyn Iannucci, Classified Senate President

Michael Gong	Margie Ahola
Catherine Franco	Sue Rohlicek
Judy Klein-Flynn	Rafiqul Bhuiyan
Sue Handy	Nancy Ryanen-Grant
Cathleen Ingersoll	Triveni Gorur
John Freytag	Scott Heiden
Lori Vickers	Maria Barno
Liling Lin	Jeannette Peavler
Jason Cherry	

CLUSTER REPRESENTATIVES:

In attendance: Rafique Bhuiyan, Cathleen Ingersoll

Absent: Kappu Durai, Marianne Martinez, Cherri Wright-Taylor

Approval of Minutes dated 3/12/10

Corrections:

1) Spelling of Triveni Gorur's name under Item #1, Committee Reports

2) John Freytag asked that Item #1, Commencement Exercise, under Discussion, the second sentence be changed to read "That it was the consensus of the Faculty Senate to not support classified or part time faculty participation."

MOTION: FIRST MOTION MADE BY MICHAEL GONG, SECONDED BY CATHLEEN INGERSOL, TO APPROVE THE CLASSIFIED SENATE MINUTES FROM MARCH 12, 2010, WITH THE TWO CORRECTIONS NOTED ABOVE.

Approval of Agenda dated 4/15/10

MOTION: FIRST MOTION MADE BY MICHAEL GONG, SECONDED BY LILING LIN, TO APPROVE THE CLASSIFIED SENATE AGENDA DATED 4/15/10.

DISCUSSION:

1. Classified Senate Website

Iannucci announced that the classified senate webpage will be removed from the DVC homepage after June of this year. Changes to the DVC server will mean that certain functions will be turned off and these functions are what enable the current classified senate website live on the server. All this means that the classified senate website needs to be redesigned to live or fit into the DVC format and will look like the department pages you now see throughout the DVC website.

Catherine Franco stated that she was under the impression that this video would be longer and would also be used as a tool to educate students on what services the campus offers, what services are available to them, also students can make a connection with the department by having the staff briefly describe the function of the office. In addition, the video would be shown in the Bookstore, Information Center, and Admissions.

Franco will discuss further with Jocelyn Iannucci and Dona DeRusso.

DVC PRESIDENT – JUDY WALTERS

Judy Walters reported on the following:

- Accreditation work ongoing
- Training on committee work will be offered in August which will cover how to run a meeting, and committee members' role.
- Classified Exemplary Awards – luncheon to honor those nominated, winners will be announced at the luncheon.

There were also questions from senate regarding layoffs and how will the District work with the college with layoff that are to come. The President stated that she could discuss this issue.

COMMITTEE REPORTS:

1. Budget Committee

It was reported that there will be an 18% cut to the operating budget and 13% to the instructional/students services budgets.

INFORMATION:

1. Accreditation Institute

Jason Cherry reported that he and Sue Rohlicek attended the ASCCC Accreditation Institute in March with Laurie Lema and other faculty. Stand-out topic included college mission statements, Jason said that DVC's mission statement compared to others is much too long. Discussion also included identifying strengths and weakness of colleges, and what are colleges doing and what services are colleges providing to students that is within Title V and the Education Code. Also discussed was how to collect data and how that data can be used to improve services, and how Administration of each college should have an SLO which shows how administration helps student to succeed.

Sue Rohlicek stated that she has a DVD on material that covered at the meeting. She said it was good to see what other colleges are doing with the accreditation process.

Both Cherry and Rohlicek appreciated the opportunity that the faculty staff development gave them to attend this conference. It was suggested that the classified senate send a formal acknowledgment thanking them for funding the trip to the conference for Cherry and Rohlicek.

This meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Margie Ahola

Sr. Administrative Secretary

2. Integration Council Recommendations to the College Council

The Senate reviewed and discussed the recommendations that were sent to the College Council. The item that that was discussed at length was the recommendations involving staff. After discussion it was noted that the Integration Council is not a decision-making committee but it does makes recommendations to the College Council.

Nancy Ryman-Grant gave a brief overview of the last Integration Council. The Integration Council read through all the program reviews and came up with suggestions for budget considerations from issues they found in the program reviews. Because the reviews were structured for growth and not reduction, the council did not put the results in any priority order because there was no increase in funding for wish lists.

3. Elections

Cathy Ingersoll reported she and Margie Ahola are working on the elections. Ingersoll passed out the timeline for the election process. The announcement for upcoming elections of officers and nomination forms was sent via email on 4/8/10. Ingersoll stated that hard copy announcement/nominations would be sent to custodial and building and grounds area. Lori Vickers asked that committee make that all areas are covered, she stated that there are individuals in the Physical Education area that do not have computer access.

The due date for nomination forms is 4/30/10; candidate statements will be published mid-May, with the election taking place the end of May.

4. DVC Commencement Exercise – Inquirer Article

There was lively discussion regarding the role of classified personnel in the graduation ceremony, along with the Inquirer article about this issue. Lori Vickers stated she was offended by the article because the article implied that the classified staff's role as not being important. Vickers stated that her job entails a big part of the ceremony because without set up of the field for the ceremony the commencement ceremony would not take place. She also questioned if all classified staff felt that they wanted to participate.

Iannucci reported that Donna Floyd stated this issue would not be addressed again until this topic cools down which will be next year. Iannucci also stressed that classified participation would be optional not mandatory.

John Freytag also presented Faculty Senate notes which outline what the FS voted on regarding classified and part time faculty participation. Freytag also reported that the FS voted to include 15 part time faculty who are teaching during the spring semester of the ceremony. Since each division decides who from their part time faculty will participate this individual could also be a member of the classified staff.

5. Classified Video

Jocelyn Iannucci reported she had been contacted by the Media class and it was suggested that the video be about 2 minutes in long. They also want a list of employees from every area that is to be covered to coordinate filming and to focus on how students interact with classified. There was discussion on how this video could be used for training new employees and perhaps it can be shown at All College Day.