

DVC CLASSIFIED SENATE MEETING

November 17, 2010

Unapproved Minutes

Attending: Maria Barno; Rafiqul Bhuiyan; Judy Klein-Flynn; Scott Heiden; Cathleen Ingersol; Coleen Lento; Liling Lin; Teresa Molnar; Ade Origunwa; Ann Patton; Melody Phillips; Monica Pope; Nancy Purcille; Yvonne Roberson; Nancy Ryanen-Grant

1. APPROVAL OF THE OCTOBER 20, 2010 MINUTES & NOVEMBER 17, 2010 AGENDA

ACTION: Minutes of October 20 were approved as amended:

Item 2, line 3 and Item 4, line 1 were corrected to read "CCCCD Chancellor Helen Benjamin..."

ACTION: Agenda of November 17 approved as amended:

Location of meeting: L-151; and

Item 12, final meeting of the semester will be held on December 15, 2010.

2. PUBLIC COMMENT

- None

3. ANNOUNCEMENTS

- Pope advised that Admissions & Records, in conjunction with the Information and Assessment Centers, has opened an enrollment services computer lab. Fifteen (15) computers are available for student use, with a staff member available to answer questions and assist students if needed. Members recommended including this information in the campus' next email blast to all students.
- The Accreditation Team is on campus on November 18. They will meet with various campus constituencies, including Classified Senate Council members and area representatives in the morning, and will hold an open meeting for all staff in the Trophy Room at 1:00pm.

4. INSTITUTIONAL STUDENT LEARNING OUTCOMES

- Members suggested the following revisions to the ISLO, which should be broad enough to encompass all other campus student learning outcomes:
 - Replacing "attitudes" with "outlook" so that it would read: "Diablo Valley College students will gain knowledge, acquire skills, and/or broaden their perspectives and outlook."
 - Having the statement conclude with, "...and develop more open minds."
 - Deleting the "and/or", to replace it with "and".
- Email suggestions to Patton, who will forward them to Liz Cabiles.

5. MISSION STATEMENT

- Must be reviewed every two years. DVC's current pocket missions statement reads: "DVC is passionately committed to student learning through the intellectual, scientific, artistic, psychological, and ethical development of its diverse student body. DVC prepares students for transfer to four-year universities; provides career/technical education; supports the economic development of the region; offers pre-collegiate programs; and promotes personal growth and lifelong learning."

ACTION: Members approved the current Mission Statement as written, with no changes.

6. COMMITTEE MEMBERSHIP

Lento noted that:

- Classified Staff committee membership is at an all-time high. An area representative is still needed for the Bookstore, Cafeteria, and Physical Education. She will email the updated charge and membership for each committee. This will include a Communications Network document, so all staff know who to contact if they have questions or concerns. Members noted that it would be helpful if reps report back to the Classified Senate on the activities of each committee.
- ~~Student Equity Committee includes a classified staff representative from San Ramon.~~
- EEOC, a newly formed committee, is charged with ensuring DVC has a diverse workforce reflecting the population of the College and the community. Currently, the campus is filling vacancies for a new president, three (3) full-time faculty, and various, permanent classified staff.

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7. CLASSIFIED STAFF DEVELOPMENT REPORT

- Turkey Trot ends December 1 with a "Trot Luck Potluck" of healthy snacks and recipe exchange.
- Possible activities for Spring 2011 include a fundraiser walk-a-thon for student scholarships.
- Preview book groups continue their discussion of Claude M. Steele's *Whistling Vivaldi and Other Clues to How Stereotypes Affect Us*. This will be expanded college-wide in spring semester.

8. CLASSIFIED SENATE PRESIDENT'S REPORT

Patton advised that:

- District HR procedures currently under review include 3030.04 Classified Staff Participation in Institutional Governance and 3030.02 Classified Staff on Selection Committees. Current procedures remain in effect until new procedures are approved. Patton will meet with Vice President of Finance and Administration Leivas to clarify procedures for classified staff's participation in and attendance at campus meetings.

9. ACCREDITATION

Patton advised that:

- Council members met with Interim President Garcia re: the Accreditation Team's visit. Possible outcomes include the end of sanctions and return to full accreditation; or DVC may remain on sanction. One challenge is that although significant changes have been instituted, the campus has not undergone a sufficient number of cycles to ensure that these improvements are sustainable.

10. DEMOCRACY'S CALL TO ACTION

- Patton noted that an expanded district-wide group met to continue its discussion of how best to address the achievement gap.

11. SUSTAINABILITY

Patton advised that:

- In an example of the increased communication among campus constituencies, the Classified Senate Council met with Faculty Senate and the ASDVC on November 16 to discuss a resolution to eliminate the use of styrofoam on campus. The meeting included a presentation by Food Services Manager George Delfabro. It was agreed at the joint senates meeting to revise the resolution to solely address the elimination of Styrofoam.
- Future discussions will address the use of:
 - non-toxic and bio-degradable items on campus; and
 - styrofoam in pre-packaged food (e.g., items sold in the Book Center).

12. ADJOURNMENT – NEXT MEETING DECEMBER 15, 2010 (last meeting of Fall, 2010 semester)

ACTION: Patton adjourned the meeting at 10:40am.