

**DVC Integration Council**  
**Friday, December 11, 2009**  
**Community Conference Room**  
**10:00 a.m. – 12:00 p.m.**

*Leaders are mindful of keeping the values of the culture intact and passing them on.*

--Marie Smith

In attendance: Beth McBrien, Dona DeRusso, Andy Barlow, Marva DeLoach, Carla Rosas (for Brenda Jerez), Melissa Jacobson, Pamela McDaniel, Lupe Dannels, Coleen Lento, Maria Barno, Jeanie Dewhurst (note taker), Sue Handy, Keith Mikolavich, Mohamed Eisa, Neal Skapura, Kathleen Costa, Rachel Westlake, Ken Germann (for Gary Pieroni), Beth Hauscarriague, Gena Gruber, Susan Lamb, Mark Steidel, Cheryl Martucci, Tom Barber, Rick Gelinias

Guests: Mark Messenger, Jocelyn Iannucci, Ed Trujillo, Ted Wieden, Michele Krup, Karl McDade, Michael Almaguer

**1. Announcements**

- The meeting in January will be January 29 and will be held in the Trophy Room.

**2. Agenda Review**

Approved as written

**3. Approval of November 20, 2009 Minutes**

It was moved (DeLoach) and seconded to approve the minutes with the clarification of how additional CalWORKS' cuts could affect Early Childhood Education positions.

**4. Getting to our Priorities:**

**Establishing a Baseline that reflects our Values and Identity: What are the core commitments that will guide us?**

Keith Mikolavich gave a brief statement about the importance for the Integration Council to discuss and establish clear commitments and priorities for the college. He asked Council members to spend about three minutes writing down their top five commitments. He would then like the members to break into groups and discuss the common commitments. He explained that this will help connect with the January FLEX workshop, *Part II-Back to the Future*. Council members expressed reservations about the exercise. It was stated that the college currently has 32 Strategic Directions and 12 Value statements that should be looked at first. It may be better to begin with existing college-wide strategies and plans before addressing individual ones. Council members were reminded of the importance of addressing the priorities of our students rather than our needs. A question was asked if this body has the charge of setting priorities. Program review reports address the College's strategic directions. The challenge in these difficult times will be how we serve the whole student and not necessarily the basic skills student, the ESL student, the CTE student, or the transfer student. Do we offer a whole education to fewer students or less education to more students? A question was asked about the outcomes of members developing commitments. Mikolavich explained that he hopes the outcomes are local commitments and then shared commitments. It was pointed out that program review reports will show general themes. Perhaps Council members should be discussing how to prioritize the results of the program review report. Each program review report will have a summary sheet. A

suggestion was made to place the summary sheets on the U:Drive, although, the summary sheets do not always give the whole picture.

Council members were reminded in the Show Cause Report, Accreditation Work Group Three recommended that this Council was to receive ranked requests from the program review validation committees. They were not to review each report. A suggestion was made to have a distribution list created for online discussions to help prioritize criteria for evaluating program review requests.

Handy summarized that it sounds like the will of this group is to incorporate a discussion on commitments along the way with the program review reports. Mikolavich would like further conversations on DVC's identity.

## **5. Program Review Summary Processes:**

### **IC Role in the Instructional Program Review Validation Process: Review changes to the forms and the process.**

Keith Mikolavich shared that Faculty Senate Council voted on Tuesday, 12/8, to change part of the Instructional Program Review validation process. This change has implications on the Integration Council. It would mean a change to the charge of the Council. Mikolavich explained the reasons behind the vote. Concerns were expressed by Council members that this is not the time to change the process. Ted Wieden explained to Council members that the Accreditation visiting team noted in their evaluation report after the comprehensive self-study visit, that this college does a great job in developing processes, but has not shown that it follows through with the process. Marva DeLoach explained that Integration Council did not exist when the process was approved, but now the Faculty Senate Council is now asking it to be part of this process. Kathleen Costa asked the question if the validation committees should be making value judgments. Susan Lamb explained that the form is not a judgment but shows a need. Mikolavich stated that he will share the concerns expressed by Council members with the Faculty Senate Council on Tuesday, 12/15. He asked faculty members to voice their concerns and hoped that Council members could attend the special meeting on Tuesday.

**Suggestions for College Wide Summary process.** Topic postponed; may be included in the Program Review Process subcommittee discussions.

## **6. Developing a Criteria for Prioritizing Program Review**

Council members expressed concerns about reading over 60 program review reports. The original intent of this Council, as stated in the Show Cause Report, was reviewed. Reading all program review reports assists in the education process especially when setting the priorities of the College.

Accreditation Work Group Three worked on criteria for prioritizing program review reports. The criteria are included in the Show Cause Report. After discussion it was agreed to create a sub-committee to draft a process on how the Council is going to approach the reading and evaluating of the program review reports. It will be important to include communication to the college. This proposed process will be presented at the January 29 meeting. The following members agreed to serve on the sub-committee:

Dona DeRusso, Coleen Lento, Cheryl Martucci, Marva DeLoach, Pam McDaniel, and Mohamed Eisa. Ted Wieden is also willing to assist. DeRusso agreed to call subcommittee together. She will recommend that the subcommittee develop a method whereby program review reports be reviewed by groups of Council members before large group discussion, similar to the approach that the Curriculum Committee used when reviewing large quantities of Title V updates last year.

**7. Next Steps for the Integration Council/Future Agenda Items**

- Possible IC role in the All-College Flex Activity: “Back to the Future”  
The activity was announced; members will await further details regarding any specific role in the activity from the President’s office.
- Review of the DVC Integrated Planning Document  
This document was distributed as part of the Integration Council agenda packet. Members were asked to read the document and come prepared to discuss it at the January 29, 2010 meeting.
- Best Practices Dialogues: Collaborative Approaches to Student Success
- Additional Information Requests
- Other items to consider?

**Next Meeting: January 29, 2010  
10:00 a.m. – 12:00 p.m.  
Trophy Room**