

**DVC Integration Council  
MINUTES  
Friday, August 12, 2011  
Trophy Room  
10:00 a.m. –12:00 p.m.**

In attendance: Kathleen Costa, Vicki Brown, Rich Gelinas, Peter Churchill, Cindy Goga, Kim Schenk, Tonia Teresh, Jeanie Dewhurst (note taker), Carla Rojas, Sue Handy, Andy Barlow, Marina Course, Marva DeLoach, Peter Garcia, Tish Young, Beth McBrien

Absent: English rep, Math/Computer Science rep, Steve Coccimiglio, SRVC classified rep, Teresa Molnar, Gloria Zarabozo, ASDVC students, Institutional Planning Committee Rep, IT Committee Rep, Enrollment Management Committee rep, Matriculation Committee rep.

Guest: Susan Lamb

<b>1.</b>	<b>Announcements and Welcome:</b> Sue Handy began the meeting at 10:07 a.m. She welcomed the new members: Marina Crouse, Cindy Goga, and Kim Schenk and Tonia Teresh. There will be an orientation time for the new members. Handy reminded members that they are on this Council to share expertise and not just represent a constituent group.
<b>2.</b>	<b>Approval of May 6, 2011, Minutes:</b> It was moved (Costa) and seconded (DeLoach) to accept the minutes with clarification to the sentence on collegewide dialogue documentation.
<b>3</b>	<b>Integration Council Chair and Co-chair Nominations and Vote</b> Handy shared that the co-chair model for IC really worked well for her and Keith Mikolavich, because of the blending of perspectives, both constituent and area, was productive. She encouraged continuing with this model. Kathleen Costa reminded committee members that the initial plan for the committee was to have co-chairs with staggered terms.  It was moved (Handy) and seconded (Young) to nominate Andy Barlow. He agreed. It was moved (Barlow) and seconded (DeLoach) to nominate Kim Schenk. .  There were no further nominations. Because there were a number of members absent today, it was agreed that Handy will send out an email for an electronic vote.
<b>4.</b>	<b>Review: IC Charge and Function -</b> Handy reviewed IC's charge and function and asked for comments. Tish Young shared a critique of the committee that the task of program review is too large. It is difficult to recruit members to serve on the Council because of the very detailed work needed and then the Council's recommendations seem futile. She recommended better integration with College Council and the Budget Committee. She hopes this is the year to strengthen the integration with the other governance committees. Susan Lamb shared that Faculty Senate is discussing having a biannual program review process. This may take some of the pressure off the timelines. Barlow stated that the sub-committees worked very well and recommended that IC continue using sub-committees.
<b>5.</b>	<b>Review/Comments/Suggestions: IC PR Ranking/Recommendations for 10-11</b> Handy stated that IC has the ability and responsibility to ask for a follow-up report on the Council's recommendations. She would like see the reports be agenda items for the upcoming months. In particular she would like to see a report from the Tutoring Advisory Committee. Garcia shared that IC's recommendation is a massive document. May 6 seems rather late for the document to be shared with the college. A major piece of work does not receive college dialogue until the fall semester. The Budget Committee has discussed the document and it is on the August 29 College Council agenda for review.
<b>6.</b>	<b>Review/Comments/Suggestions: IC Committee Self-Evaluation Report for 10-11:</b> Kim Schenk thanked IC members for all the hard work. There is a tremendous leap between the first and second year accomplishments. Young expressed concerns that College Council may

	<p>recommend changes to Integration Council charge/function without gathering input from Integration Council members. Council members discussed their concerns about program review and how to get it to reflect reality. Schenk explained that the program review taskforce took into considered suggestions gathered from IUPR and the administrative program review templates. The student services program review is being revised and IC recommendations can be brought to them. IC needs to spend some time talking about program review, what needs to be updated, what doesn't need to be updated, and how can the college become a "lean/mean machine".</p> <p>Garcia stated that the complexity of a college-wide discussion on program review is stymied because of the siloed process. IC needs to be facile with thinking and broadening the college conversation. How are program review requests related to college needs? IC needs to create opportunities where people feel they are invited into a dialogue rather than being required to report on IC recommendations. Garcia feels that the college is at a stage where there has been enough reparation and reaffirmation to begin conversations. Garcia reminded Council members that there has been a significant reorganization of the Research and Planning Office and the Information Technology Department. The question will be if the data can continue to be generated. When IC looks at the data from departments, it should be able to let the Budget Committee and College Council know what's going on in the college. Garcia would like IC to do the cross level dialogue, but is not sure that the college has the data warehouse for the information from program review.</p>
<p><b>7.</b></p>	<p><b>11-12 Goals/Tasks/Potential Agenda Items</b></p> <ul style="list-style-type: none"> <li>• Possible bi-annual program review cycle. What will IC accomplish in the off year?</li> <li>• The meaningfulness of program review. How do we make sure that what we do has real impact on the college? Are we completing the right process to get us to where we want to go?</li> <li>• What is the global sense on what IC is looking for in program review?</li> <li>• What is the goal for program review?</li> <li>• What is the shared vision of the college on why program review is completed?</li> <li>• Invite members of the Program Review taskforce to attend a meeting to review IC recommendations on changes to program review.</li> </ul> <p>Meeting adjourned: 12:05 p.m.</p>

**Next Meeting:**  
**September 16, 2011**  
**BFL Community Conference Center**