

DVC Integration Council
Friday, September 16, 2011
BFL CCC
10:00 a.m. –12:00 p.m.

In attendance: Rick Gelinas, Beth McBrien, Peter Churchill, Andy Barlow, Kim Schenk, Holly Kresch, Marva DeLoach, Tish Young, Kathleen Costa, Marina Crouse, Theresa Molnar, Rc Lim, Vicki Brown, Peter Garcia

Absent: Lupe Dannels, Steve Coccimiglio, Carla Rosas, Sue Handy, Tonia Teresh, Gloria Zarabozo, Cindy Goga, Michael Gong

Guests: Ted Walker, Dennis Franco, Emily Stone, Susan Lamb, Mark Akiyama, Ted Wieden

Meeting began at 10:07 a.m.

1	Agenda Approval: The following item was added to the agenda: Budget Scenario Taskforce meeting debrief.
2.	Announcements and Introductions: Committee members introduced themselves. Andy Barlow shared that IC members bring a college-wide, student centered view to committee meetings with success of students in mind. This is not a constituent based meeting. IC's discussions need to be data driven. Frankness is important at meetings. He hopes that committee members will step up and not be afraid to speak up. Conclusions should be qualitative and make sense. IC recommendations should be made on what it observes through program review and college-wide plans.
3.	Approval of Minutes: It was moved (DeLoach) and seconded to approve the August 12, 2011, minutes with corrections to item # 6. All members were in favor.
4.	Report from Co-Chairs: College Council Presentation- IC Recommendations Andy Barlow shared the results of the discussion of the IC Final Report for 2010-2011 with College Council that he and Sue Handy had at t the August 29, 2011, College Council meeting. College Council proposed two questions: How should the Council proceed with the recommendations on strategic planning; and what should be the next step? Barlow reported that College Council accepted the IC report and adopted a motion that it had the responsibility to respond to all of the report recommendations . The IC report will be a standing College Council agenda item. Dennis Franco, past chair of College Council attend today's meeting to thank IC for all its hard work, recognizing the report as a major work for the college. College Council is considering assigning recommendations to other committees to address. IC members wondered how the response on the recommendations will appear. There is a hope that College Council prioritizes the report in a way to provide feedback on issues important for this academic year and that the decision-making loop ends back with IC. Garcia stated that IC's work has impact on the Budget Committee and Institutional Planning Committee. He counseled the need forpatience and goodwill until the governance process can manage the amount of recommendations and size of information coming from the IC to the other governance committees.. There is recognition that the four governance councils is the governance structure the college has and work needs to happen in a collaborative fashion. Everything goes to the president eventually which is a way that the institution validates governance recommendations.
5.	College-wide Plans and Planning Processes: Tutoring Ted Walker, physics instructor and Tutoring Advisory Committee (TAC) chair, presented a report on progress and difficulties in the development of a college tutoring master plan. He explained

that the TAC is a Faculty Senate Committee. Last year, the committee had three main goals: to develop and implement a survey of students receiving tutoring services during one week of the semester to address student perceptions; to visit other colleges to see how the tutoring services are run; and to find out what DVC's tutoring services are. It was determined that DVC does not have unified tutoring services. The committee decided that the goal for this year was to motivate the college to create a tutoring master plan. Walker shared that the committee is spread too thin. There are 17 seats for members and currently only six members are assigned. The current members are committed to meeting twice a semester and to take on applying the tutoring assessment tool at every tutoring center at DVC. TAC members would like to have acceptance by the college community for a tutoring master plan. Peter Churchill recommended that Walker report the lack of committee membership to the Faculty Senate president immediately. Barlow would like to have IC assist and support the process to move forward by supporting the development of college-wide strategic planning. Mark Akiyama shared that DVC does not have a culture to have students seek tutoring to get assistance in their classes. Rc Lim recommended that Walker attend an ASDVC meeting to talk about the importance of tutoring. Garcia shared that at this college there is no way to determine how much money is being spent, instructional time and classified hours used. At the moment there is no obligation for the departments to report out tutoring expenses. It was explained that one of the problems with the "centralized" tutoring concept is that faculty want tutoring in the disciplines, and departments want to control their own tutoring.

Student Equity

Mark Akiyama, psychology instructor and co-chair of the Student Equity Committee (SEC), discussed what the SEC is proposing in order to implement equity throughout the campus. Akiyama shared data about DVC's longitudinal analysis on equity. He shared further data that the Student Equity Committee is reviewing to assist the committee moving equity forward at DVC. His hope is to give people the tools to become engaged in equity in their areas or departments. Equity can be developed "bottom up". Kathleen Costa is also on the committee and explained that the committee didn't want to give departments more work to do. In program review, people should think about including strategies for building student success. SEC would like money to go towards implementation of the Student Equity Plan. SEC members will do a road show to departments and areas seeking feedback on what should be included in the college-wide plan. Akiyama recognized that data shows that the students are coming to DVC unprepared, but there are still barriers here at DVC that can be removed to address DVC's equity numbers. There are institutional issues about aligning curriculum to the type of students who are now coming to us. Garcia stated that as soon as the college gets in front of equity conversation the better off it will be. Barlow summarized that most of the reports are highlighting the cultural shift at the college. Questions to be asked include: What practices are going to actually improve student success? Are prerequisites a support for student success? What does it mean to support student success?

Institutional Planning Committee

Emily Stone attended to share some of the Institutional Planning Committee's (IPC) progress and action items. College Council accepted the merger of IPC and the Institutional Effectiveness Committee (IEC). The new charge for IPC will include some of the elements from IEC. IPC is endeavoring to support the college-wide planning process through a ground level, organic process. The co-chairs of IPC proposed meeting with the governance co-chairs and the leads of all the college-wide plans. There was a discussion about whether the college needs nine college-wide plans. IPC will synthesize the work completed by the committees responsible for the plans. The planning process becomes a way to maximize the efforts of the college. The plan should include a wide variety of stakeholders, have a strong tie to program review, and include benchmarks that units can achieve. Writing program review should be answering the questions that will drive the plans. The role of IPC is to make sure the connection is made with the strategic plan which will drive the college to how best serve students. Broad early dialogue is important to

	have successful planning. Collective dialogue of the institution drives the plan.
6.	Review of Council Structure/Membership/Terms Postponed
7.	Budget Scenario Taskforce Meeting Debrief Postponed
8.	Future agenda items It was suggested to have the October 21 meeting focus on program review.

Meeting adjourned: 11:55 a.m.

Next Meeting:
October 21, 2011, BFL-CC