

DVC COLLEGE COUNCIL MINUTES

Monday, August 23, 2010
Community Conference Room
2:00 pm – 3:30 pm

NOTICE IS HEREBY GIVEN that the College Council of Diablo Valley College will have a meeting on Monday, August 23, 2010. Public testimony will be invited in conjunction with the Council discussion on each item. All meetings are held in locations that are wheelchair accessible. To request accommodations for disabilities or for further information, please contact College Council Chair Dennis Franco at (925) 685-1230, ext 2296, or by email at dfranco@dvc.edu.

I		Organizational Items
	1.1	Call to Order: Dennis Franco called the meeting to order at 2:03 p.m.
	1.2	Attendance: Dennis Franco, Billy Oye, Kevin Horan, Donna Floyd, Laurie Lema, Katerina Schreck, Ann Patton, Jeanie Dewhurst (note taker), Becky Marr, Nancy Ryanen-Grant, Judy KleinFlynn, Glenn Appell, Nancy Deason Guests: Ted Wieden, Sue Handy, Despina Prapavessi Absent: Michael Almaguer
	1.3	Adoption of the Agenda: It was moved (Lema) and seconded to adopted the agenda as written. There was consensus approval. Judy KleinFlynn asked to have the committee discuss the suggestion to increase the meeting time to two hours. After discussion, it was moved (KleinFlynn) and seconded to add the agenda item. There was consensus approval.
	1.4	Approval of the May 17, 2010, minutes It was moved (Lema) and seconded to approve the minutes without corrections. There was consensus approval.
II	2.1	Public Forum This time is reserved for members of the public to address the College Council. A limit of five (5) minutes per speaker and fifteen (15) minutes per topic shall be enforced. There was no public comment.
III		Officer Reports
	3.1	Chair: Dennis Franco As there were a few new members, Dennis Franco gave a brief overview on the process for consensus. Introductions occurred. Franco encouraged everyone to forward agenda items to him. He reminded Council members that they serve on this Council for the good of the college. Guests are always welcomed. If someone is unsure where to bring an issue, they can always bring it to College Council who may refer the issue to another committee.
IV		Action Items – Second Reading – Decision

	4.1	None
V		Action Items – First Reading - Consensus
	5.1	Elect new vice chair Franco explained that the vice chair will come from the classified ranks this year as there was a manager as chair last year. He asked for nominations. Ann Patton was the only nomination. After a written ballot vote, Ann Patton was the unanimous selection. Franco will provide the agenda planning meeting dates to Patton.
	5.2	Change August 30 meeting to September 13 Franco explained that by postponing the College Council meeting to September 13, it allows the college further time to discuss the Accreditation Follow-Up Report. Ted Wieden, Accreditation Liaison Officer, explained that the more time he has to finalize the report prior to the Governing Board dates, the better. It was moved (Oye) and seconded to move the meeting from August 30 to September 13. There was consensus approval.
VI		Discussion Items
	6.1	Accreditation Follow-Up Report Ted Wieden provided a review of the draft Accreditation Follow-Up Report. He explained that by accepting the report, College Council is affirming that the report reflects the work that the college has completed; believes that the report accurately reflects the continuing implementation of what we said we would do in the Show Cause Report (with modifications for continuous improvement); and that the college is committed to participating in the implementation and continued improvement processes through the college organization structures of committees. Wieden will share the report with the ASDVC Executive Board on August 24, 2010. He is happy to attend any other constituent meeting if requested. He asked for comments to be sent to him directly. He explained that he cited the Accreditation Standards in the text in reference to the college's actions. Bill Oye asked what if a person's memory is different than what's in the report and feels that the college was not being completely transparent with decisions about personnel reductions. He does not feel that staffing reduction decisions were made based on program review. He would like further discussion on the process used to make those decisions and what can be done differently the next time around. Nancy Ryanen-Grant explained that it is her understanding that program review or the shared governance process was not supposed to be used to make staffing decisions. Oye pointed out that the Student Services Program Review Committee was specifically told not to do ranking, yet the DVC Program Review Procedure states that rankings should occur. Wieden explained that now that we have a codified program review procedure, rankings will occur. Katerina Schreck asked about her signature on the Follow-Up Report. She expressed concerns that she was not part of the process last year. Wieden reassured her that students were part of the process and if she has any questions to please contact him.
	6.2	DVC Committee Handbook Ted Wieden reviewed the DVC Committee Handbook. He explained that the basic changes were in response to the college-wide survey completed last May, recommendations from the committees, and recommendations from the Accreditation visiting team last November. Gaps and overlaps among committees were reviewed. The president also made changes to management representatives on committees.

		<p>There are now only a few ex officio positions on committees. Oye asked to have a statement that ASDVC representatives are appointed for a one year term added to the general glossary section. The expert person on a committee will be a non-voting member. Oye recommended cross referencing any changes made to committees with a matching procedure, i.e, DVC Procedure 1001.02, College Council function and membership. Wieden shared that operational committees report to an administrator for accountability purposes. Most operational committees have a plan, and it is the administrator's responsibility to make sure the plan is updated. Laurie Lema explained that the Workforce Development committee is predominantly an academic and professional matter, and she is currently in consultation with the president on this matter. Lema also shared that she would like to make sure that everyone is clear on the process on how the survey results and annual reports will be used. Wieden shared that the Planning and Research Office prepared an analysis on the results of the college-wide survey. Oye requested that the process used to revise the committee handbook be a future agenda item.</p>
	6.3	<p>Objectives Towards College Strategic Directions Despina Prapavessi was present to answer questions on the objectives towards the college's strategic directions. She is the current co-chair of the Institutional Planning Committee. In developing the objectives, the committee aligned the objectives with the District's objectives. Action and assessment plans should point towards the objectives. Each unit will develop its action plans and how they will address the strategic directions. These action plans will be part of its program review. The action plans will be evaluated next year to see how well the unit achieved its goals. The objectives are not all expected to be completed this year. The action plans for the manager will be a synthesis of the action plans for the unit. Lema thanked the Institutional Planning Committee and shared that the objectives are giving our college a real focus and a great way to achieve the strategic initiatives.</p>
	6.4	<p>Adding an additional 30 minutes to College Council meetings After discussion, it was agreed that if there is a full agenda, and there is Council agreement, the Council can vote to extend the meeting time.</p>
VII		Information Items & Reports
	7.1	<p>DGC – standing item Oye reported that the next DGC meeting is scheduled for August 31 and being held on the DVC campus. There is an item on the agenda clarifying roles in governance. There is also a procedure on sustainability.</p>
VIII		Announcements: None
IX		Future Agenda Items
		<ul style="list-style-type: none"> • DVC Procedure on Budget Allocation
IX		Adjournment: 3:30 p.m. It was moved (Lema) and seconded to adjourn the meeting at 3:30 p.m. There was consensus approval.

Next Meeting: September 13, 2010
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