

COLLEGE COUNCIL MINUTES

Monday, October 4, 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, October 4, 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 at 2:03 p.m.
	1.2	Attendance: Dennis Franco, Ann Patton, Stacey Shears, Bill Oye, Judy KleinFlynn, Peter Garcia, Laurie Lema, Glenn Appell, Michael Almaguer, Donna Floyd, Katerina Schreck, Nancy Deason, Becky Marr, Nancy Ryanen-Grant, Kevin Park Absent: Nick Holmes, Sina Falaki Guests: Ted Wieden
	1.3	Adoption of the Agenda: It was moved (Oye) and seconded to approve the agenda. Laurie Lema requested adding a “Discussion of Future Topics” section. It was suggested to add it in Section IX, Future Agenda Items. There was consensus approval.
	1.4	Approval of the September 20, 2010, minutes: It was moved (Oye) and seconded to review the minutes of September 20. Oye explained that there continues to be some confusion about the charge of the Integration Council and its roles and responsibilities with relation to the Budget Committee, College Council, and Institutional Effectiveness Committee. There is confusion as to where to go with a concern. He also stated that there is no statement in the minutes about the concern expressed on the composition of the Integration Council. After discussion, it was agreed to add a clarifying sentence. Nancy Ryanen-Grant shared that Katerina Schreck should be absent, not “guest”. She also recommended a revision to the sentence about Institutional Planning Committee and its co-chair structure. Donna Floyd pointed out some grammatical errors. It was moved (Appell) and seconded to approve the minutes as amended.
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 presentation.

III		Officer Reports
	3.1	<p>Chair: Dennis Franco Franco reported that he emailed the co-chairs of the Workforce Development Committee, Institutional Planning Committee, Integration Council, and Information Technology Committee to let them know College Council’s concerns with their charge, membership and/or co-chair structure.</p> <p>Judy KleinFlynn asked about when College Council will be completing the major issues and tasks addressed at each meeting for the annual evaluation form. The committee annual report form will be completed at the end of each semester for Council members’ approval.</p>
IV		Action Items – Second Reading – Decision
V		Action Items – First Reading - Consensus
	5.1	<p>Student Vice Chair Election Kevin Park was nominated for student vice chair. He is the current vice president of executive affairs for ASDVC. Paper ballots were distributed and tallied by Ted Wieden. Park was voted in by a unanimous vote.</p>
VI		Discussion Items
	6.1	<p>The Evaluation of Collegewide Committees Two comments were provided on improving the collegewide committee survey: if the respondent is not familiar with the committee, they should be directed to the next question; and the question about “Felt Welcome at the Meeting” should be clearly defined.</p> <p>Ted Wieden distributed a draft timeline chart for the committee evaluation process. The timeline includes developing questions, developing the survey, conducting the survey, preliminary analysis of survey results, results sent to individual committees, preparing of annual reports by committees, and College Council reviewing the annual reports and committee survey. The goal is to have the process completed by the end of the spring term. A suggestion was made to have a longer committee meeting for the evaluation which will leave time for more thoughtful conversation.</p> <p>Several members suggested moving the timeline up in order to avoid finals week.</p> <p>It was moved (Appell) and seconded to accept the timeline presented for this year. Franco asked for consensus. There were several thumbs down. Oye recommends moving back one week in order to not meet during finals. Ryanen-Grant and Katerina Schreck agreed.</p> <p>Franco pointed out that as this is a discussion item, he asked committee members to think about the process and come prepared for a decision at the next meeting.</p> <p>It was agreed to table this item until next meeting.</p>

VII	<p>Information Items & Reports</p>
7.1	<p>DGC – standing item Oye summarized the Accreditation Recommendation 4 and reconsideration of Board Policy 1012 and 1009 with respect to governance and planning and the impacts at the District.</p>
7.2	<p>College-wide Committee Parking Lot Items Franco shared that College Council convened a small task force to review the work completed in the summer on the College Committee Handbook and the recommendations from each committee. During the task force meeting, several parking lot items were shared.</p> <ul style="list-style-type: none"> • Training for chairs • Committee representative training • Through-line charge graphic: wants to see a clear idea of who is doing what using a graphic • Operational versus governance committees • Concern that several of the reporting relations has the manager as a co-chair as well as the reporting relationship • Define non college-wide committees in the Committee Handbook <p>Council members felt that training for chairs should be an easy task to begin with. Wieden recommended training should be provided through Lisa Orta in the Professional Development Office. KleinFlynn asked to have the Committee Handbook and a definition of operational versus governance committees be added to the next Council meeting agenda.</p> <p>Peter Garcia asked College Council members if College Council is fulfilling its role as the primary governance body on campus. Council members who served last year shared some feedback. Oye pointed out that many college procedures were revised last year in order to address accreditation and college issues. There is a misperception that College Council is not a place to have dialogue and discussion. College Council should be the central governance council. Oye tried to encourage the committee task force to remove the governance charge from Integration Council. Appell shared that College Council should be a visionary body to lead and respond to college issues and be the place where other committees can come to get problems solved. KleinFlynn explained that last year College Council began without a path. This year the hope is that College Council will address collegewide issues. Franco shared that there were some issues with communication across constituency. In order to address this, College Council’s first meeting of the year was a retreat focused on communication and information sharing. Lema shared that she would like to see College Council add support and assistance to the college. She recommended adding the agenda item: College Council Comment.</p> <p>Garcia shared that he sees that the college is working very hard on governance. In addition, the college is building a culture of conversation on what is the greater good for the college. He asked about what rumors, incidences, and trends on campus that Council should talk about. Floyd shared the reality of the student emergency loan process and why making the hard decisions is becoming difficult. Franco recommended having the agenda review committee review if the agenda</p>

		design is working.
VIII		Announcements <ul style="list-style-type: none"> • There is a reception for Peter Garcia tomorrow, 10/5, at 3:30 p.m. tomorrow.
IX		Future Agenda Items <ul style="list-style-type: none"> • Emergency Loan process • No recycling process in the cafeteria • New Program Modification procedure
IX		Adjournment: Meeting adjourned at 3:33 p.m.

Next Meeting: October 18, 2010
Community Conference Room