

COLLEGE COUNCIL

Minutes

Monday, November 24, 2014

2:00-4:00 p.m. • BFL CCC

I		Organizational Items	
	1.1	Call to Order: Laurie Lema	2:04 p.m.
	1.2	Attendance	Members present: Ana Doane, Peter Garcia, John Michaelson, Abheek Chanana, Selina Mendoza, Newin Orante, Beth McBrien, Allison Albright, Laurie Lema, Marcia Perata, Danni Vilas, and Rachel Westlake. Guests: Paul Pitner, Michele Krup. Note taker: Julie Catalano
	1.3	Adoption of the Agenda	It was moved (Mendoza) and seconded (Albright) to accept the agenda as presented. Motion carried unanimously.
	1.4	Approval of the November 17, 2014 Minutes	It was moved (Orante) and seconded (Mendoza) to accept the minutes as written. Motion carried unanimously.
II		Public Comment	None.
III		Council Comment	Orante announced that our Governing Board Student Trustee Elijah Ziskin has resigned.
IV		Selection of Chair for the December 8, 2014 meeting - Action	It was moved (Westlake) and seconded (Orante) to nominate Doane to chair the next meeting on Dec. 8 and Mendoza to chair the January 26 th meeting. Motion carried unanimously.
V		Officer Reports	
	5.1	Chair: Laurie Lema	No report.
	5.2	President: Peter Garcia	President Garcia reported that first year experience process going on; we have significant new resources: Equity, 3SP. Measure E will bring 10 years of construction including SRC projects.
	5.3	Faculty Senate President. Laurie Lema	Faculty Senate approved the Equity Plan. The Scheduling Committee is working hard and having wonderful conversations about how we grow strategically. Faculty are getting ready to hire in a number of disciplines. In statewide news DVC is 2 nd in the number of associate degree transfers. It was mentioned that this is in large part because of the work of Merv Maruyama our Articulation Officer.
	5.4	Classified Senate President: Scott Heiden	No report.
	5.5	ASDVC: John Michaelson	Michaelson reported on a representation fee to go on the state ballot next spring.

VI	Facilities Master Plan Status Report/Paul Pitner – Information/Discussion	Paul Pitner, ECE faculty and member of the Institutional Planning Committee shared the Facilities Master Plan Status Report. Pitner explained that absent a Facilities Committee, Ted Wieden (also working with Ray Pyle) walked around the campus and documented what had been completed relative to the current plan. Pitner prepared a document showing how the facilities plan is integrated into the strategic planning goals. The report will come back to the next meeting to vote on acceptance.
VII	Request to re-instate Facilities Committee/Karl McDade – Information/Discussion	Karl McDade was not able to attend the meeting. Members briefly discussed the need or possibility of re-instating the committee. McDade will present his request at the next meeting.
VIII	Issues and early perceptions between the IC and BC reports – Discussion	<p>IC report—Lema asked for general feedback from constituencies. HR continues to be challenging to rank. McBrien stated that we may be looking at a new approach ranking staffing needs. Tech Committee is working on a baseline for each classroom and a definition of a smart classroom. The issues of software licensing was discussed. ADA and safety will be taken out of PR and will be reported to managers immediately. McBrien explained the tech sub-banding was because of the many requests. Garcia is asking members to think about making a recommendation to IC to review how much labor they are putting in to rankings that run parallel to other processes (i.e., HR ranking/Box 2A). Also, we might consider the threshold of requests.</p> <p>BC report—Members shared questions and comments about the report Some concerns: standardization within technology, the amount of the reserve, items listed in the ranking that are already funded; unused funds, how do you fund ongoing cycles with one-time funds? Students shared concerns around wireless and computer access on campus.</p> <p>Suggestion was made to consider a laptop loan project. Also offer alternatives to homework having to be complete only online. Extended library or lab or study hours would be helpful. Look at computer lab usage—SRC math lab computers aren't always being used for math and could be used elsewhere.</p> <p>Other suggestions/themes: Unused funds might be used in Umoja, Puente, FYE, others areas not covered in program reviews; floating money—more reassigned time, increase in supplies for more class sections, etc. How do we honor the value of everyone's time in all the many hours of ranking work? Might we consider process, applicability, value, efficiency?</p>
IX	College Council's work on its recommendation to the College President – Information/Discussion	Orante, Lema, McBrien, Mendoza (time permitting), Albright volunteered to be on the task force to draft a report for the committee to consider forwarding to the college president. Catalano will help pull task force together.
X	Future Agenda Items	
	<ul style="list-style-type: none"> • DVC Procedure 1010.01, Integrated Planning – Laurie Lema • DVC Procedure 5018.01, Budget 	

		Allocation Process – Laurie Lema • Governance Matrix – Ann Patton	
XI		Adjournment	4:00 p.m.

Next Meeting: December 8, 2014
2:00 – 5:00 p.m. • BFL Community Conference Center

NOTICE IS HEREBY GIVEN that the College Council of Diablo Valley College will have a meeting on Monday, November 24, 2014. 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 Julie Catalano at (925) 969-2002, or by email at jcatalano@dvc.edu.

DRAFT

DVC's Mission Statement

DVC is passionately committed to student learning through the intellectual, scientific, artistic, psychological, and ethical development of its diverse student body. Diablo Valley College prepares students for transfer to four-year universities; provides career and technical education; supports the economic development of the region; offers pre-collegiate programs; and promotes personal growth and lifelong learning.

Proposal to reconstitute the Facilities Committee

October 8, 2014

DRAFT

Background – Facilities Master Plan (FMP):

The DVC FMP was created in 2007 by representatives of all campus groups through a collaborative process with an outside design firm. This document was created with the intention of having a 10 year scope, and has not been revisited since its inception.

The FMP was intended as *“visionary guide intended to both inspire and inform future campus development. It integrates immediate and future building projects with a comprehensive approach to improving the overall site and landscape of the campus.”* (pg. ix FMP 2007)

DVC has been fortunate to construct a number of new buildings since the inception of the 2007 FMP. Some of these buildings were constructed in places other than what the 2007 FMP suggested, and the plan has never been updated to include how these changes effect the overall campus.

“A Master Plan is a living document and is intended to be revisited. It is meant to guide the incremental response over time to the changing needs of Diablo Valley College.”(pg. ix FMP 2007)

With this in mind, the FMP is in need of updating to properly plan for future building projects.

Background - Facilities Committee:

Accreditation Report 2014

In response to College wide surveys (2010, 2011, and 2013) and annual committee reports, it became clear that the College believed that there were too many committees. In an effort to streamline the committee structure, without losing any of the key functions, the College Council acted to disband three committees, Facilities, Safety, and Institutional Effectiveness. Responsibilities for the Facilities Committee were reviewed and assigned to individual College managers with the planning responsibilities being handled by the Institutional Planning Committee (R1-5).

In regards to college plans, the IPC

- *Monitors the tracking of college-wide plans, and validates their alignment to the college strategic plan;*
- *Annually reviews the progress of plans, the alignment of resource allocation with plans, and the effectiveness of college wide plans through an evaluation process*

The IPC does not hold any plans, and feels that it is beyond the scope of their charge to update, and evaluate the FMP.

The members of the IPC believe that a committee of individuals with knowledge specific to facilities, and representing all stake holders be put in place for the purpose of:

- beginning a new FMP
- monitor progress of plan
- updating the plan on a biennial basis
- monitor building use and maintenance (maybe this is a operations duty)
- generate surveys to solicit input and concerns from employees and students
- aligning facilities goals and priorities with the strategic plan, and program review requests