

# COLLEGE COUNCIL MINUTES

**Monday, April 28, 2014**  
*BFL Community Conference Room*  
2:00-4:00 p.m.

I		<b>Organizational Items</b>
	1.1	<b>Call to Order: Stacey Shears</b> Meeting called to order at 2:07 p.m.
	1.2	<b>Attendance</b> Stacey Shears, Melody Phillips, Ann Patton, Laurie Lema, Marcia Perata, Peter Garcia, Danni Vilas, Newin Orante, Judy KleinFlynn, Ted Wieden, Jeanie Dewhurst (note taker), Rachel Westlake, Patrick Leong, Keith Montes <b>Absent:</b> Brittani Chew, Sarah Ajwang, Steven Wijaya Guest: Lesley Agostino
	1.3	<b>Adoption of the Agenda</b> It was moved (Lema) and seconded to adopt the agenda as presented. Motion passed.
	1.4	<b>Approval of the April 14, 2014 Minutes</b> It was moved (Phillips) and seconded to adopt the minutes as presented. Motion passed.
II		<b>Public Comment</b> 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.  No public comment
III		<b>Officer Reports</b>
	3.1	<b>Chair: Stacey Shears</b> Stacey Shears reported that the Governance Co-chairs met. They continue to discuss the resource allocation process for college-wide plans. Co-chair coordination may be added to the charge and function of each of the governance committees. They are also updating the resource allocation calendar for 2014-2015 dates.
	3.2	<b>President: Peter Garcia</b> Peter Garcia shared that one of the primary issues for accreditation is resource allocation. Helen Benjamin, the CCCCDCD Chancellor has begun to read the college's report. Garcia met with John Nahlen, interim VP of Business and Administrative Services, and Roshan Dahi, Fiscal Services Manager, to begin the development of a 2014-2015 budget. Garcia reported that the college does not have a cash problem despite projected expenditures appearing higher than projected revenues. Ongoing transparency is always a concern.
	3.3	<b>Faculty Senate President: Laurie Lema</b> Laurie Lema reported that the Program Review Taskforce continues to meet to improve the timelines of the process. The goal is to line up with the resource allocation process and make the work manageable. A draft process will hopefully be completed by the end of the semester.

3.4	<p><b>Classified Senate President: Ann Patton</b> Ann Patton reported that Becky Opsata, the accreditation self evaluation report technical writer, came to the Senate to explain about the report and the best way for classified staff to review it. In addition, the Developmental Education draft plan was reviewed. Classified Senate officer elections will occur at the staff appreciation BBQ in May.</p>
3.5	<p>ASDVC: Keith Montes There was no ASDVC report.</p>
IV	<p><b>Accreditation Self Evaluation Report– Information/Discussion</b> <a href="http://www.dvc.edu/org/info/accreditation/selfeval2014/2014report.htm">http://www.dvc.edu/org/info/accreditation/selfeval2014/2014report.htm</a> Ted Wieden walked Council members through the report. The second hearing for College Council will occur on May 12. Constituent feedback should be funneled through their representative groups. The hyperlinks for the evidence will be completed in June. Becky Opsata is in the process of writing an executive summary. Ellen Kruse has created a glossary of terms. Wieden is developing a list of common questions. The signing of the self evaluation report will occur at the Council's May 12, 2014, meeting.</p>
V	<p><b>2013-2014 College Council Recommendations – Discussion</b> College Council members reviewed the spring 2013 Integration Council's qualitative report. Garcia pointed out that there appears to be a disconnect in that the last two reports from IC have not included Human Resource requests yet the Budget Committee Report is allocating money for HR. Garcia explained that DVC's history is to roll over one-time funds not expended. Council members discussed the 10% augmentation to operating funds and if this is the best use of the money. College Council discussed what the Budget Committee's review of Phase III will cover and if that will help with the decentralized budget operation process at this college. It will be important to close the loop on how the money was spent to achieve student success and learning and how well the unit did.</p> <p>Newin Orante, Patrick Leong, Laurie Lema, Rachel Westlake, and Keith Montes agreed to serve on the College Council Report writing sub-group. Shears will contact the Budget Committee co-chairs for a representative to serve on the sub-group.</p>
VI	<p><b>College Council Annual Report – Discussion</b> It was moved (Wieden) to review the DE Master plan before discussion of the CC annual report. Motion passed.</p> <p>At the May 12 meeting, CC members will break out into two groups and develop accomplishments/goals and obstacles/recommendations.</p> <p>It was moved (Montes) and seconded to table this item to the May 12 meeting. Motion passed.</p>
VII	<p><b>Developmental Education Master Plan – Discussion/Decision</b> Ellen Kruse and Laury Fischer attended for further feedback on the Developmental Education Master Plan draft. Some revisions have been made since the last review. The report now focuses on implementation and plans. Since the semester is close to the end, the writing group will work over the summer to add changes. Outcomes</p>

		will be added to the report. After discussion it was agreed to add numbers rather than percentages in the data section. This plan hopes to change the cultural of the college with regards to developmental education. The writing group is going to look at how to mesh the plan with 3SP and the Student Equity Plan. The outcomes will be the institutional plan. The institutional homes for Learning Communities and distance education have not yet been decided. Council members will give any further feedback to either Laury Fischer or Ellen Kruse.
VIII		<b>Future Agenda Items</b>
		<ul style="list-style-type: none"> <li>• Student Equity Plan</li> <li>• College Council Annual Report</li> <li>• DVC Procedure 1010.01, Integrated Planning – Laurie Lema</li> <li>• DVC Procedure 5018.01, Budget Allocation Process – Laurie Lema</li> </ul>
IX		<b>Adjournment:</b> 4:02 p.m.

**Next Meeting: May 12, 2014**  
**2:00 – 5:00 p.m.**  
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