

DVC
DIABLO VALLEY COLLEGE
321 Golf Club Road
Pleasant Hill, CA 94523

**FACULTY SENATE COUNCIL MEETING
SEPTEMBER 30, 2014
APPROVED**

In accordance with the Ralph M. Brown Act and SB 751, minutes of the DVC Faculty Senate Council record the votes of all committee members as follows: Members in attendance will have their votes recorded including names of members voting in the minority or abstaining is recorded.

PRESENT: Laurie Lema (President), Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Maria Dorado (Counseling), Buzz Holt (Social Sciences), Peter Churchill (Business), Marva DeLoach (Library), David Vela (English), Craig Gerken (Physical Science/Engineering), Theresa Flores-Lowry (Kinesiology), Joe Gorga (SRC), Valerie Colber (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Hopi Breton (Applied and Fine Arts), Catherine Machalinski (Biology and Health Sciences)

GUESTS: Beth Hauscarriague, Rachel Westlake, Peter Garcia, Newin Orante, Andy Kivel, Mario Tejada, Ted Wieden

1. APPROVAL OF AGENDA OF SEPTEMBER 16, 2014 AND THE MINUTES OF SEPTEMBER 9, 2014.

It was MSC to approve the agenda of September 30, 2014. The following members all voted aye: McBrien, Freytag, Dorado, Holt, Churchill, Godinez, DeLoach, Vela, Magee, Gerken, Flores-Lowry, Gorga, Colber. No nays. No abstentions. Approved.

It was MSC to approve the minutes of September 16, 2014 with corrections. The following members all voted aye: McBrien, Freytag, Churchill, Godinez, DeLoach, Vela, Magee, Gerken, Flores-Lowry, Gorga, and Colber. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. SSSP PLAN

Council provided feedback on the proposed SSSP Plan. Hauscarriague said there is still a little time for suggestions to be incorporated. She pointed out that risk categories of students have been changed slightly. The Chancellor got a copy of the plan last week and it will be on the October Governing Board agenda. It is due to the state by October 17.

Freytag asked if the Tutoring Advisory Committee would be part of the conversation about tutoring. Hauscarriague said she could add language about collaborating with the Tutoring Advisory Committee.

Freytag asked how tutoring in the high tech center would be funded. Hauscarriague said that location is an example and it does not necessarily have to be in that location. She will add language clarifying that.

Kivel asked if library services came up in the training. Hauscarriague said it did not but they could look at it to see if it would fit into the plan.

3. COLLEGE SSSP AND STUDENT EQUITY PLAN FUNDS

Peter Garcia told Council when he first came to DVC, what struck him in his observations on our governance system was that our planning appeared to happen around small pots of money like BSI. But we skipped planning when we would allocate the money. Now we have had two funding cycles that have had rigorous work in program review, IC and BC work. And CC is sending him the recommendations that came out of that process. He

acknowledged there has been some grumbling along the way and rightfully so. But we have smoothed out the process and the dissenting voices are quiet. He said now we have to look at how we go from where we are to having a broad view of the college. Garcia said Mark Akiyama had agreed to put the equity plan on hold until we had our strategic plan. And now we have done a good job of incorporating the equity discussions into the strategic plan.

Garcia said now we have to look at how to incorporate all college funds into the process. For example, how do we take smaller funding streams and give them a broad vetting and drive the strategic plan forward. We can't have them operating in silos.

Freytag asked where the money for the district matching funds would come from and will it impact the college's funding? Garcia said it shouldn't. What we will do is look at things we are currently doing and putting funds toward that would fit into the plan. That is why the plan is not specifically prescriptive. We look at the outcomes we want and these are some of the ways for us to get there. However, if the legislature sees we are not spending the money, they are going to say we don't need it.

Holt asked if we have to give back what we don't spend. Hauscarriague explained what we are accountable for and will be measured on and we will be audited on our use of the funds. Then decisions will be made about further funding.

Gerken suggested hiring more counselors but asked what type of data will we have to show as far as student services. Hauscarriague said it does not have to go only to the targeted populations but they do need to be included. Dorado asked if some of the funds could be used to improve the DVC website for better student access. Hauscarriague said it could be used for that. Orante added that there is also other funding to address the website issues. Garcia said he knows this is a need and there are enrollment management funds that could also be used. He said we are going to increase the hours of the webmaster and if the duties of the job fit into the plan, we can use those funds.

Garcia suggested Dorado, Hauscarriague and Orante get together to talk about these ideas.

He added that we have a lot of plans but we don't have anyone that holds all this planning together. He said he is thinking about creating a position provide a more micro focused plan. He does not know if it will be reassign time or a regular position but they would be going to all the committees overseeing plans and work with them to look at how they tie to the strategic plan. This would help us move the strategic plan forward.

Lema asked Council if they were ready to vote on the 3SP Plan.

Holt moved to approve the 3SP Plan with the changes discussed at this meeting. DeLoach seconded. The following members all voted aye: McBrien, Freytag, Churchill, Godinez, DeLoach, Vela, Magee, Gerken, Flores-Lowry, Gorga, and Colber. No nays. No abstentions. Motion approved.

Lema thanked Hauscarriague and Garcia and said she is looking forward to hearing about the activities that will be funded once they start.

Lema reminded Council Orante will be bringing the Equity Plan to the Senate soon.

4. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake said the Box 2A Committee met this morning and reviewed requests for 46 positions in 26 departments. She said Garcia has committed to 14 and up to six more of the ranked positions. Six of the total positions are because of retirements.

Garcia said it's going to be a combination of new and replacements and we can maybe use some SSSP funds. He added that it's a gamble to try to stay ahead of retirements. He realizes this is soft money but we can use it as seed money and work on getting a permanent source of funding.

Garcia said he will send out an announcement about the positions after the accreditation visiting team leaves.

Westlake said we have good news about SLOs. She said up to 90% of our courses have been assessed. She thanked Tejada, Lindsay, Burns and the SLO committee for all their work on this.

6. DISTANCE EDUCATION COMMITTEE

Tejada presented a PowerPoint on three things he would like to discuss with Council on Distance Education. He reviewed the structure and membership of the Distance Education Committee and some of the actions they have taken so far this year including encouraging scheduling of DE classes and a change to the college D2L web site. He explained there is also a Districtwide DE Council and reviewed some of their duties including policy, procedures,

and training.

Tejada said we also have a Districtwide Learning Management System Work Group that looks at the technical issues related to Distance Education.

Kivel said the DE Committee's goals include revising its charge and creating and implementing a needs survey for online instructors. They will bring drafts of these to the Council soon.

Freytag said he still has concerns with student verification and he would like to see it resolved before he would endorse adding more online classes. Tejada said he understands Freytag's concern but D2L is a district-wide program so it will take collaboration with the district and the other two colleges.

Council briefly discussed concerns that many students think online classes will be easier than face-to-face classes. Discussion on students' perception that online classes are easier and the verification issue

7. STAFFING PLAN TASK FORCE

Lema told Council that management is ok with increasing the membership on the Staffing Planning Task Force. The membership will increase by one from each constituency and one from SRC.

It was MSC to approve the revised membership of the Staffing Plan Task Force. The following members voted aye: McBrien, Freytag, Churchill, Godinez, DeLoach, Vela, Magee, Flores-Lowry, Gorga, and Colber. Gerken voted nay. No abstentions. Motion approved.

8. FACULTY SENATE COUNCIL 2014-2015 GOALS

Council reviewed their proposed goals for this year. At a previous meeting Council agreed to keep most of the goals from 13-14 with a few revisions.

It was MSC to approve the updated Senate Council goals for the 14-15 academic year.

The following members voted aye: McBrien, Freytag, Churchill, Godinez, DeLoach, Vela, Magee, Flores-Lowry, Gorga, Gerken and Colber. No nays. No abstentions. Motion approved.

9. ACCREDITATION TEAM VISIT

Wieden reviewed the schedule for the Accreditation Team visit that he has so far. He said some of the team will be at SRC on Monday and there will be a separate team at the District Office.

Wieden told Council the open forums are not for just expressing concerns. People can also highlight programs, activities and initiatives that are working well.

Wieden reviewed the DVC governance web page that includes the visiting team schedule, the team members and 10 things to know about the accreditation visit. He said everyone should be aware of the actionable improvement plans in our report. The work is already beginning on several of the improvement plans.

10. PRESIDENT'S REPORT

Lema told Council she discussed reassigned time in consultation with Garcia. We don't have a process or policy so they came up with the idea to form a preliminary work group.

Lema said the Audit Policy has been put on hold. There is discussion the disciplines would be better off using community education. The state is working on a model.

Lema informed Council all the requests for full-time faculty hires are on the website under the VP of Instruction. She said there is a widespread need for the requested positions.

Lema said the Integration Council report is going to the Budget Committee. Budget Committee reps are being invited to come to a Senate meeting for a discussion on the recommendations.

Lema encouraged faculty to go to the accreditation open forums and talk about the work we are doing. She reminded them to keep in mind what are appropriate topics to accreditation standards.

Lema reminded Council she would like any feedback on the Business Procedures about employee access to college resources.

Gerken said on the 3rd page of BP 10.53 under responsibilities A5 will not work.

Under A9 a one year time frame may not be appropriate. It should be longer.
On page 6 under Hierarchy authorization, A1 makes no sense that they need the chancellor's approval to issue one to themselves. Also under D it would be impossible to prevent people from taking keys off campus.

Gerken pointed out that in Business Procedure 10.54 on last page where it addresses deactivation of access, the time frame conflicts. Freytag added that employees are to be denied access the day after their last day of employment but often people still need access to clear out an office or classroom.

11. COLLEGE COUNCIL CHARGE

Lema told Council the College Council wants to make an addition to their charge to institutionalize governance committee co-chairs meetings.
She said there is some concern whether or not they are Brown Act. It is not intended to become another level of decision making.

12. ANNOUNCEMENTS

None.

13. APPOINTMENTS

None.

14. COUNCIL COMMENT

None.

15. ADJOURNMENT

There being no further business the meeting was adjourned at 4:00 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*