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**FACULTY SENATE COUNCIL MEETING  
JANUARY 27, 2015  
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), Catherine Machalinski (Biology/ Health Sciences), Peter Churchill (Business), Maria Dorado (Counseling), Buzz Holt (Social Sciences), David Vela (English), Marva DeLoach (Library), Theresa Flores-Lowry (Kinesiology), Craig Gerken (Physical Sciences), René Sporer (SRC), Valerie Colber (Part-time Faculty)

**ABSENT:** Hopi Breton, James Magee (Math/Computer Science)

**GUESTS:** Andy Barlow, Andy Kivel, Mario Tejada, Rachel Westlake, Katy Agnost, Keri DuLaney-Greger, Ted Wieden, Todd Farr, Rick Robison

**1. APPROVAL OF AGENDA OF JANUARY 27, 2015 AND THE MINUTES OF SEPTEMBER 30, 2014, OCTOBER 7, 2014 AND OCTOBER 28, 2014, NOVEMBER 11, 2014, NOVEMBER 18, 2014 AND DECEMBER 9, 2014.**

**It was MSC to approve the agenda of January 27, 2015. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Holt, Vela, DeLoach, Flores-Lowry, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.**

**It was MSC to approve the minutes of September 30, 2014, October 7, 2014, October 28, 2014, November 11, 2014, and November 18, 2014. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Holt, Vela, DeLoach, Flores-Lowry, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.**

The minutes December 9, 2014 were not ready for review.

**1. PUBLIC COMMENT**

None.

**2. COUNCIL COMMENT**

Lema said she brought comments about parking problems for employees made by members of this Council to administration and there is now an increased presence of Police Services in the Faculty/Staff parking lots. She said also in reaction to the request from all constituencies about smoking, and skateboards on campus, there are discussions taking place to address the smoking issue.

DeLoach said library needs additional lab spaces. She asked faculty to let her know if they have labs that can be scheduled and who schedules them. The Library labs are scheduled and they need to find some other spaces.

Holt commented that he went to pick up a grade change form and it feels like the hoops faculty have to jump through to get this form are overkill. Lema commented that the safeguards that were put in place to obtain this form were in response to the need for increased security a few years ago.

**3. ANNOUNCEMENTS**

Lema announced the Spring 2015 Dinner Theater is scheduled on March 13 for the opening night of the DVC Drama production of “Picasso at the Lapin Agile”. Information will be out soon. Lema would like to see a Senate Council table at the event. She said Chemistry faculty attends every semester.

Lema said the Spring 2015 Faculty Lecturer needs to be selected and announced. Lema said she would like to bring the selection process back for discussion about targeting the focus of the topics to be considered. She said for example asking for topics related to the Strategic Plan.

Lema reminded Council there will be an election this semester for the Faculty Senate offices of President, Vice-President, Representative-at-large, and a second part-time faculty representative. She said Council needs to discuss the possible use of electronic voting. The ballot may also include constitutional changes.

Lema told Council the Box 2A Committee will meet tomorrow morning to start discussing the next round of hiring.

Lema welcomed René Sporer to the Council representing SRC. Sporer has served previously on the Council and is replacing Joe Gorga.

Lema welcomed back Ann Patton from an extended leave of absence.

#### **4. APPOINTMENTS**

##### **CAI Multiple Measures Workgroup and Higher Level Math**

Holly Kresch Professor - Mathematics

##### **District Governance Council**

Donna Wapner – UF President (replacing Glenn Appell)

##### **Study Abroad Selection Committee**

Dorrie Mazzone – Political Science

Michele Krupp - Art

**It was MSC to approve the appointments listed above. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Holt, Vela, DeLoach, Flores-Lowry, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.**

#### **5. STRATEGIC PLANNING**

Lema said Ted Wieden, Andy Barlow and herself have been selected by the college president to move with the implementation of the Strategic Plan. They will be coming to Senate Council at least once or twice a month to provide updates. She said the three of us are attending all the major college committees to help the college focus on achieving the goals of the Strategic Plan and to emphasize the college values in that work. In addition she said we are meeting with folks that are in the process of writing college plans to ensure they align with the Strategic Plan.

Barlow said historically innovations were siloed and not given wide institutional support. In addition when the money went away often so did the activity. Innovations are part of Strategic Planning work and the college needed to find a way to facilitate support for innovation.

Barlow said while planning this effort, they realized if we are asking the college for ideas for innovation, the college has to do something for them. A Request for Proposals (RFP) will go out to all college employees for ideas for innovation towards the goal of student success. The initial RFP request will ask just a few statements about the proposal including a brief description, who would be involved, and expected impact. Whoever submits an initial proposal will receive a stipend of \$150. The programs or activities we are looking for should be focused on student success within our institutional needs and priorities.

The Strategic Plan coordinators, the co-chairs of the college governance committees, and the Vice-Presidents of Instruction and Student Services and the Classified Senate President will be the group that determines the process for which projects will be selected to be developed into full proposals.

They will then work with and support the proposers of those 3-5 submissions. This work will include developing more specific plans for the proposals to implement them as a pilot. Technical support, professional development support, and additional financial support (to be determined) will be provided.

Lema said there are no parameters for how big or small the project can be. And there could possibly be opportunities at a later date or through a different process to implement some of the proposals that are not selected for this round of pilot activities.

Barlow added that they are asking any part-time employees that may submit a proposal to partner with a full-time employee to ensure continuity of the innovation.

Machalinski said in her department they are developing an experimental course and have the first draft but they don't know if they will be ready to offer the experimental course in the fall.

Westlake said these types of courses have to be approved and go to the state and that can cause delays in the approval process.

Lema said as we go through this process we will figure out what the barriers are to implementing innovations.

Gerken asked if there are parameters to the size and scope of proposals. Barlow responded that when you start with a number you develop a plan within the budget parameters. They do not want to put any parameters on the proposals. They want to hear about all ideas that can help with student success. Lema added that there will be discussions about whether a specific proposal could be broadened, scaled down, or implemented in increments.

Barlow said the first round is this spring, and a second round will be in the fall. This spring is a pilot process. What the process is for the second round depends on how the first round works. He said there will be informational meetings in March to help people write their proposals.

Freytag said the time it will take to develop a proposal is a factor. He asked if there will there be Flex time or some other way to provide the time to do a proposal.

Lema it's a good idea to offer a Flex workshop in the Fall to help develop proposals for the next round. She said some people might not have time this semester to submit in the first round, so they could wait until the fall.

Machalinski said there is a need now for reassign time. She is working on some innovations now and knows that there are others doing the same.

Colber asked for part-timers that don't have a Flex obligation, will they receive some compensation. Barlow responded that that the initial submissions will get \$150. After that it will be negotiated according to the resources that are determined to be needed to develop a proposal further.

Barlow said we are talking about new ideas but they also want to know what ideas and projects are already in development or happening at the college. He said if faculty are working on something now, they should make sure their deans and chairs know about them.

Lema thanked Widen and Barlow and said they will come back to Council in a couple weeks.

## **6. VPI REPORT**

Westlake told Council DVC enrollment is down about 1.5% from last year's numbers at this time. She said LMC numbers are up slightly but CCC is way down. She explained this is not an immediate problem because we are going on stability, but next year we will have to meet our enrollment targets. She said there are discussions to more high schools. We can also improve the articulation agreements with have the area high schools especially in CTE programs.

Westlake said the college and the District are working with Comcast on a campaign for TV, radio, print, and internet.

We are also looking at how we can target working adults through things such as offering IGETC courses online, or an evening program.

## **7. FIRST YEAR EXPERIENCE (FYE) AND APPOINTMENTS**

Lema shared with Council a charge and membership for a First Year Experience Workgroup. She told Council the charge and membership was developed by Rachel Westlake, Newin Orante, Kathleen Costa and herself. She asked Council to vote to endorse the charge and membership at this time. She said Raine Dougan, Danielle De Foe, and Joe Gorga have said they would serve as co-facilitators.

Freytag said he would like some clarification on some of the bullet items. He asked what is meant by "Identify holes, and develop a proposal to fill them". Westlake said we need to look at what are FYE elements that best serve

our target populations, what do we already have, and what are we missing. Freytag suggested the formatting be revised for clarification.

Lema explained this workgroup is going to do research and attend conferences and will share what they are learning before proposing ideas. This group will be doing the groundwork and making recommendation about a proposed program.

**Freytag moved to endorse the charge and membership of the First year Experience Workgroup with some minor revisions for clarification. Holt seconded the motion. The question was called. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Holt, Vela, DeLoach, Flores-Lowry, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.**

Lema shared a list of recommended appointees to the workgroup and asked Council if they would endorse them. Westlake said Cheryl Wilcox has withdrawn her nomination and Holly Kresch has agreed to serve in her place. Lema added that if anyone has ideas they want to bring to the workgroup and wants to participate is welcome.

### **First Year Experience Faculty Appointments**

Danielle De Foe – Co-Facilator

Joe Gorga – Co-Facilator

Raine Dougan – Co Facilator

Bill Oye – GE/Psychology/cohort programs

Cheryl Wilcox – Basic Skills/Math/Long experience

Laury Fischer – English/DRWAC/Long experience

Shaeheha Hollis-Sachau – Counseling/Cohort programs/Recent hire

**It was MSC to approve the appointments listed above. The following members all voted aye: McBrien, Freytag, Machalinski, Churchill, Dorado, Holt, Vela, DeLoach, Flores-Lowry, Gerken, Sporer, and Colber. No nays. No abstentions. Approved.**

Lema reviewed other members of the workgroup who are not faculty appointments. They are:

Beth Hauscarriague – A&R, etc.

Ariana Vargas - Student

Kenyetta Tribble – Outreach/Matriculation

Rudolph Rose – Bridge programs/Financial Aid

## **8. AB 86 ADULT EDUCATION**

Keri DuLaney-Greger, Katy Agnost and Todd Farr presented a PowerPoint on the work that is being done to address the state mandate to coordinate California Community Colleges with Adult Education programs.

Agnost explained they and several other DVC faculty representing various areas, attended a regional consortium last year. Agnost also attended an ESL workgroup with ESL instructors from local adult schools last summer. And last fall the sub-regional committees were formed. DuLaney-Greger is co-chair of the ESL regional sub-committee and Agnost is co-chair of the ABE/ASE regional sub-committee. Agnost said these sub-committees have been working to map out course offerings to identify overlap, gaps, and potential hand-off points (outreach, assessment). They looked at course levels, assessment/placement processes, the matriculation process, fees, and services offered. They found that DVC and local adult education programs don't know a lot about each other. Agnost said one of the key goals of AB 86 is to identify duplication of services in adult education. They found there is no duplication of services in ESL programs and the modes of delivery are very different. They also found there is a need for multiple transition points for adult ed students who are ready to commit to college. In ABE/ASE we offer similar programs but again the modes of delivery differ. The sub-regional committees identified major gaps in transitioning from an adult school to DVC. Also, there is a need to identify students at risk of failing at DVC due to our course repeatability policies. The sub-regional committees recommended concurrent enrollment for adult ed students and their college classes will count towards a high school diploma.

The next steps for DVC include bridge programs, transition support, enrollment assistance, assessment information and onsite testing, outreach, raising awareness and creating pathways for students to transition and succeed. There will be a meeting on January 30 from 1-4pm in the BFL CCR with curriculum representatives from DVC and adult education providers. They will begin to design hand-off points and ways to expand outreach. And the faculty from DVC and local adult ed programs will be visiting each other's campuses.

## **9. 16 WEEK CALENDAR**

Lema explained the idea of a 16-week semester had come up at a time we were having massive budget and schedule cuts and it was a suggestion to increase revenue. She said it did not get adopted at DVC because of the impacts on student services dates that are district-wide.

At District Consultation the Senate presidents were asked to discuss the 16-week calendar with their senates.

Lema said the Chancellor's Cabinet supports moving to a 16-week calendar but not if there is inadequate support from the colleges.

Lema said the Senate presidents agreed to work with the UF to coordinate the information and discussions about the 16-week calendar. The earliest the 16-week calendar could be implemented is fall 2016.

Lema asked Council to get feedback to determine what type of discussion still needs to occur, what would have to be addressed, what are concerns, etc.

Lema said one reason Chancellor's Cabinet is supporting a 16-week calendar is because it would allow for an intersession in January and increase enrollment.

Gerken asked if there were FAQs from the previous time DVC considered a 16-week calendar.

Freytag said a number of districts and colleges that made the change to a 16-week semester, reported good results and none have changed back.

Flores-Lowry asked what the contract implications are. Machalinski said classes would be 10 minutes longer but over the week we would still be teaching the same amount of hours as now.

Lema Council will be asked to provide feedback from their divisions.

Gerken said he does not want to rush the decision. Lema said she agrees but if faculty feel they have previously heard all the pros and cons, we could move ahead without a long vetting period.

## **10. DISTANCE EDUCATION**

Andy Kivel and Mario Tejada said they are proposing some revisions to the DE Committee charge and membership. They explained they changed some of the wording and the order of the bullets listed in the charge. They propose a smaller membership and to stagger the co-chairs.

Council did not have the current version of the proposed revisions available at this meeting. Kivel said they are working on a needs assessment survey for faculty. They will have it ready for Senate to look at in two weeks and they will bring back the most recent version of the proposed revisions at that time.

## **11. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*