



FACULTY SENATE COUNCIL MEETING

August 25, 2009

APPROVED

PRESENT: Keith Mikolavich (Vice President), Marva DeLoach (Library), Ed Trujillo (Applied and Fine Arts), Rick Godinez (San Ramon Campus), Jane Brecha (Math/Computer Science), Steve Ward (Physical Education, Athletics and Dance), John Thomas (English), Joe Krivicich (Physical Science/Engineering), Peter Churchill (Business Education), Donna Wapner (Representative-at-Large), Lisa Orta (Faculty Development Coordinator), Len Grzanka (Part-time Faculty Representative), Doug Dildine (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Laurie Lema (President), Raine Dougan (Counseling), Steve Johnson (Social Sciences), No Rep (Biology/Health Science), No rep (ASDVC Representative)

GUESTS: Ted Wieden, Susan Lamb

The meeting was called to order at 2:00 p.m.

1. APPROVAL OF THE AUGUST 25, 2009 AGENDA AND THE MINUTES OF AUGUST 13, 2009.

Mikolavich informed Council the discussion on DSS Note-taking Services has been postponed to a future meeting.

It was MSC to approve the agenda of August 25, 2009 as amended. All in favor. Approved.

It was MSC to approve the minutes of August 13, 2009 with corrections. All in favor. Approved.

2. PUBLIC COMMENT

Ward stated the PE Division is not happy with the fill rates that were disseminated for their division. He explained all the sections for Intercollegiate sports teams have a fill rate of 100 but in actuality there are only a few students on each team. Using these fill rates their division has 1300 students counted against them. Lamb informed Council her office is aware of the issue and they are working to correct the data.

Krivicich said the Physical Science Division is concerned about a memo sent out from Admissions and Records stating grades need to be submitted within 3 days of a final exam. He explained the policy had been to submit them by an established date regardless of the date of the final. That due date had allowed for more than 3 days to submit grades. He said their concern is the new policy does not give enough time to thoroughly assess students' work and assign a comprehensive grade. They feel this decision is an Academic and Professional matter and there was no consultation. Lamb informed Council the Dean of A&R has said she will attend a Council meeting to discuss the issue. Mikolavich suggested Council forward any other Academic and Professional items they would like the A&R Dean to address at that meeting.

Grzanka requested a discussion item on a future agenda on Intellectual Property rights for faculty.

3. ANNOUNCEMENTS

A. Orta announced she is researching purchasing materials for manager training targeted to those that are moving into management from other positions.

B. Trujillo announced the DVC Drama season has opened and advised people to get their tickets early.

C. Mikolavich encouraged all faculty to attend candidate forums for the Vice President of Student Services scheduled on September 1st and 2nd. They will also be filmed for those who cannot attend.

4. APPOINTMENTS

Assoc. Vice Chancellor CFO Hiring Committee

Katrina Keating

Grade Appeal

Yukie Tokuyama

Tutoring Advisory

Jenny Freidenreich-Math/CompSci & CNT Rep

Information Technology Committee

Tamar Baskind

Mark Steidel

Cheryl Martucci

It was MSC to approve the appointments listed above. All in favor. Approved.

5. DSS NOTETAKING SERVICES

This item was postponed at the request of the presenters.

6. ACCREDITATION

Mikolavich explained to Council some of the documents they reviewed and made a motion on at the last meeting have been revised since then. The Council should vote down the motion and make a new one based on the revised documents.

The question was called to vote on the motion to endorse all accreditation procedures, tables, and documents as listed in item 8 of the August 13, 2009 Faculty Senate Agenda.

All opposed. Motion failed.

Wieden projected the documents that were presented at the last meeting alongside the revised documents and pointed out the changes to Council. He described in Procedure 1001.03 the topics were changed to questions and any that covered multiple topics were separated. This will allow a 1-5 ranking in the answers to be able to use a tool such as Survey Monkey. Krivicich suggested the statement "Questions

may include...” be re-worded to “Questions will include...” Council agreed. Wieden will make the change.

Machalinski expressed concern over how to ensure “fixes” will be implemented for any problems that are revealed through evaluation. Wieden responded we will be doing evaluations on an annual basis and if we don’t make the changes to problem areas, we will be in trouble with Accreditation once again. He reminded Council this will now be a college procedure as there was not one in place prior to now.

Wieden next reviewed the changes to the Integration Council. He explained the changes are in bullets 4 and 5 under the Charge and function, and a member from the Foundations for College Success committee has been added to the membership.

Wieden informed Council a provision for a member from SRVC has been added to the Budget Committee. He said when the name change has been approved, SRVC will be called SRC.

Wieden said an introductory statement has been added to the College Council to keep it consistent with all the other committees proposed.

Wieden told Council the Institutional Planning Council has been changed to a committee.

Wieden said the change that was recommended by to the Program Review Annual Cycle Flow Chart at the last senate meeting has been done. Marva moves to –same as last time but add the date, item number, the word revised

DeLoach moved to endorse all accreditation procedures as presented at the August 13, 2009 Faculty Senate Council meeting or revised at the August 25, 2009 Faculty Senate Council meeting, including tables and documents as listed in the August 13, 2009 and August 25, 2009 Faculty Senate Agenda. Grzanka seconded the motion.

7. DISCUSSIONS WITH VICE PRESIDENT OF INSTRUCTION

Lamb informed Council the State Chancellor’s Office announced the federal backfill has not come through. As a result our District needs to implement mid-year budget cuts of about \$11 million. This is a substantial increase in what we thought we had to cut. This amount may even increase when property tax revenues are calculated. She said in addition, our FTES funding is being reduced from 30,000 to 29,837.

The District is proposing cutting Spring schedules by 3.39%. There are meetings scheduled at the District later in the week to look more closely at the numbers. The board has said they are comfortable with taking \$3-4 million out of reserve.

Machalinski suggested borrowing from the funding for retiree health benefits. Lamb responded she is not sure we can legally do that.

Lamb said first we will look at fill rates and stand alone courses. She reminded Council that we cut sections last year when the other two colleges did not so we thought we be ok for now. But with the latest budget news, we are being told we need to cut again. She said a 3.39% cut to schedules equals approximately 100 sections.

Freytag asked if we could look at these cuts district-wide instead of at each campus. Lamb said she intends to include faculty in the discussions from the beginning. She encouraged everyone to attend budget meetings and board meetings. She said she will talk with Department Chairs and Deans to come up with strategies and make recommendations to the senate. She does not want to do an across the board cut but cuts based on our college-wide priorities.

Council members suggested ideas including using Program Reviews to determined priorities, offering early retirement, cutting summer school, and also expressed concerns with effects on small programs.

Mikolavich suggested LMC and CCC adopt a 4 day schedule as DVC did. He reminded Council we need to remind the District that DVC has already done a lot.

Lamb distributed a handout with dates for training and help on Program Reviews. She said the Program reviews will be due by Thanksgiving. She reminded Council this is the first time we are using this process and we can fix problems in the process as they come up.

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*