



**FACULTY SENATE COUNCIL MEETING
September 15, 2009
APPROVED**

PRESENT: Laurie Lema (President), Keith Mikolavich (Vice President), Marva DeLoach (Library), Ed Trujillo (Applied and Fine Arts), Raine Dougan (Counseling), 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), Catherine Machalinski (Biology and Health sciences), 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: No Rep (Social Sciences), No rep (ASDVC)

GUESTS: Susan Lamb, Lupe Dannels, Patrick Leong, Nancy Zink

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

1. APPROVAL OF THE SEPTEMBER 15, 2009 AGENDA AND THE MINUTES OF SEPTEMBER 8, 2009.

It was MSC to approve the agenda of September 15, 2009. All in favor. Approved.

It was MSC to approve the minutes of September 8, 2009 with corrections. All in favor. Approved.

2. PUBLIC COMMENT

Dildine made the comment that a percentage of a bigger piece of pie is a bigger piece. He said when you take 1% out of a large division and 1% out of a small division; the 1% of the large division is greater than 1% of the small division.

3. ANNOUNCEMENTS

A. Thomas said a member of the English Division heard that Santa Rosa might not be pulling out of the Study Abroad Consortium. Study Abroad faculty have heard there is pressure from Santa Rosa faculty to reinstate the program because the decision to pull out was made without faculty knowledge or consultation.

B. Lema announced the District is offering leadership training during the Spring 2010 semester. It is open to all employees, and is limited to 30 participants. Interested employees must have a letter of recommendation. District office personnel will be making the presentations. It is designed to give a global picture including the district budget, human resources, and technology.

C. Lema announced the nomination form and information for the Part-time Faculty Senate representative was sent out on Friday, September 11. The nomination deadline is October 5. Ballots will be out by October 9. The voting deadline is October 29.

D. Lema announced the Faculty Senate Dinner Theater is scheduled for opening night of the DVC Drama production of *Urinetown* on Friday, October 16. Details will be out soon. She encouraged faculty to attend with colleagues and friends.

4. APPOINTMENTS

Grade Appeal Committee

John Thomas

Information Technology Committee

Daniel Kiely

60th Anniversary Task Force

Laurie Lema

Nicole Hess-Diestler

Robert Burns

Sabbatical Leave Committee

Tina Levy

Jean Hetherington

Tom Barber

Greg Tilles

Faculty SLO Committee

Lupe Dannels and Andy Kivel (co-reps) Counseling/Library Division

Faculty Development Committee

Glenn Appell

Jamie Bailey

Florence Espiritu

Karen Gard

Ray Gilmore

Donna Wapner

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

5. PRESIDENT'S REPORT

A. Lema shared with Council a draft of a letter she composed with Mikolavich. The letter is to inform faculty of the committee changes and highlight the most significant committees. The letter encourages faculty to participate on committees. She said she would like the Council's feedback and endorsement. She will then send it out to all faculty from the Senate Council. Council made several suggestions that Lema will incorporate and send to Council for endorsement before sending it to the all faculty.

B. Lema announced the final accreditation report should be available in 1 to 2 days.

C. Lema said she has talked with Lisa Orta, Staff Development Coordinator about the Faculty Senate funding State Academic Senate institutes and sessions to expand faculty leadership training in collaboration with the Faculty Development Committee. She said the Staff Development Office, along with the Faculty Development Committee and the Faculty Senate Council together will collaborate to encourage and assist in the allocation of funding faculty to attend the ASCCC institutes and sessions. She shared a list of the institutes with Council.

D. Lema announced the college-wide committees and procedures that the Faculty Senate recently approved were also approved at Leadership Council at their September 14 meeting.

E. Lema informed Council faculty at the District Governing Council voted against approving the 2009-2010 proposed budget. Faculty specifically wanted a provision that if there were no mid-year cuts, the District would increase the allotment of District reserves in particular to fund categorical cuts. She said the DGC Chair made a faculty minority report to the Governing Board about their position on the budget.

F. Lema shared with Council Board Policy 2056 Code of Ethics that was proposed at DGC. Lema stated she does not think the second paragraph relates to ethics. Council agreed it sounds more like a mission statement. Machalinski said it does not address the types of issues that led to us having to develop this for accreditation.

G. Lema said a presentation on District-wide Enrollment Management was made at District Governing Council. The presentation included some tasks and recommendations. Lema explained the group will be organized into four work groups that will focus on marketing and admissions, retention quality, enrollment management planning and best practices, and financial. She said we will need a faculty representative for this group. Council discussed the charge of this group considering we will be reducing enrollment.

H. Lema told Council she made a presentation to the Governing Board addressing the concerns and impacts of categorical cuts. She will submit an article to be printed in the *Forum*. Lema shared that at the Governing Board meeting, the Chancellor asked for Board support to provide an additional \$600,000 from reserves. Lema said the additional \$600,000 in reserves has not been released and the priorities for the use of this money have not been determined.

6. BUDGET OVERSIGHT COMMITTEE REPORT

Mikolavich informed Council the Budget Oversight Committee met on September 11 to begin making decisions on budget cuts. He said at this time, we need to cut \$2.8 million and we must have a plan for cuts by October 1. He said cuts could go as high as \$4.4 million for the current year budget. He explained the \$2.8 million will be cut from one-time funds (includes carryover funds, growth incentives and block grants). He said the charge of the committee is to avoid layoffs but also emphasized that cuts to the schedule will translate to layoffs, in particular to part-time faculty. He said the schedule cuts, more than \$500,000 will be deducted from the \$2.8 million.

Mikolavich reviewed the timeline for the budget meetings to have the recommendations in place by October 1. There will be an open meeting on September 22 from 2-4pm. This will take place before they develop the recommendations. He said the Committee's overarching value in recommending cuts is to minimize impact on students and their goal is to maintain support for classroom instruction, areas that have a direct bearing on student services, and other support services.

Mikolavich shared a detailed form the Committee will be using to evaluate one-time funds and where cuts will be made. He said he feels the process is transparent and stated that he does not believe there are any "hidden" pots of money that will be "found".

Freytag asked if Mikolavich has the total amount of one-time funds that exist at the college at this time. Mikolavich said he has yet not seen that information.

Patrick Leong asked if the recommendations will include layoffs, and if pink slips go out, do we have to fund those positions for 45 more days? Mikolavich reiterated the Committee's charge was to avoid layoffs.

Freytag asked if these cuts are separate from the cuts to matriculation that are already occurring? Mikolavich said yes they are separate.

Orta said there should be definitions of the terms such as one-time funds, and classroom instruction.

Trujillo expressed concern with the ramifications these cuts will have on Program Reviews.

Lupe Dannels asked if the Committee is looking at all of the college budgets? Mikolavich said the Committee's charge is to deal with one-time moneys. Lamb added that the matriculation cuts are categorical and come from the state. These cuts to one-time funds are from the district to help minimize the impact of the categorical cuts. She reminded Council we still have to deal with the budget for next year. Leong stated the matriculation cuts will impact other areas if their one-time money is cut to help fund matriculation. He said those cuts would be in addition to cuts that have already been made to those areas.

Dougan asked were these other concerns such as matriculation being discussed? Lema responded that is why we need to discuss the overall priorities of the college

Lema reminded Council full-time faculty jobs are protected and we need to be sensitive and respectful to others on campus that are concerned about losing their positions, income and health benefits. She suggested faculty focus the discussions on instruction and educational services as we discuss college priorities.

She said we need to do this in a way that is respectful to other employees.

Dannels said this is a time when we are having conversations to realign the college with accreditation standards and she hopes we end up being a more responsive and flexible institution.

Godinez said we should not protect the students from all the budget information; they need to be aware of how serious it is. He suggested having teach-ins to educated students on the budget issues and help them advocate for themselves.

Lema suggested a joint senate meeting with students and classified to discuss the issues. Thomas said there is a lot of apathy among students.

Freytag said he would like discussion on the budget priorities from the committee to determine which areas and programs fall under the priorities. Lema suggested Council brainstorm to identify those programs and areas. For the priority of Classroom Instruction, Council listed the following: supply money, faculty development, the Staff Development lab, all student labs and lab support.

Leong asked if these are permanent cuts? Lamb responded that these are one-time moneys not ongoing funds which are operating funds.

Council discussed the impact of cutting the College for Kids Program as it is considered part of the one-time funds. Lamb explained College for Kids collect fees. They rollover their funds and the rollover amounts are considered one-time funds. They could possibly continue with their ongoing operational funds.

Lema said this will be an item on the next agenda.

7. VICE-PRESIDENT OF INSTRUCTION

Lamb said she has had many people ask about moving teaching load from spring to summer or summer to spring. She said that certainly can be done and next year they can move load from fall spring and summer.

Lamb informed Council the first training session for Program Review took place the previous Friday. She said there were attendees from most of the instructional areas. She explained each month the sessions will be focused on different sections of Program Review. Wapner asked if the data being used is accurate. Lamb said they are aware of some problems with the data and are fixing them. Krivicich said the data given to his department was incomplete. Lamb said that probably happened when they were merging databases into the forms and if any areas have that issue to contact the Instruction Office. She pointed out section 3 of Program Review has a place to list areas for improvement in the process.

8. EEOP

Lema said she shared the DVC Senate's concerns on the Equal Employment Opportunity Plan with FSCC and the other two colleges have similar concerns.

Machalinski said the District does not do a good job with recruitment and without adequate recruitment the plan will not work.

Freytag said he is concerned if applicants don't self-identify the District will determine it for them.

Krivicich said applicants of multiple ethnicities should be able to check as many as needed.

Wapner said the District claims 90% of applicants do self-identify. She said she is on the District EEOP Committee and they hope the plan will put pressure on the district to do what's needed.

Several Council members expressed concern with extending an application period deadline to ensure a diverse pool. They said we will lose potential candidates if we delay the process after it has begun.

Freytag said the way it is written, he is concerned the EEO officer could set the membership of hiring committees.

Machalinski said it is possible to have a non-diverse committee be non-biased.

Wapner said the EEOP Committee has many of the same concerns that have been expressed by the Council but we need to have a document to address this. It is a living document and can be revised if needed.

There being no further business, the meeting was adjourned at 3:55 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*