



**FACULTY SENATE COUNCIL MEETING
November 17, 2009
APPROVED**

PRESENT: Laurie Lema (President), Keith Mikolavich (Vice President), Marva DeLoach (Library), 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), Catherine Machalinski (Biology and Health sciences), Lisa Orta (Faculty Development Coordinator), Raine Dougan (Counseling), Doug Dildine (Part-time Faculty Representative), Len Grzanka (Part-time Faculty Representative), Jackson Yu (ASDVC), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Peter Churchill (Business Education), Ed Trujillo (Applied and Fine Arts), Donna Wapner (Representative-at-Large), No Rep (Social Sciences)

GUESTS: Susan Lamb, Rosita Harvey, Jocelyn Iannucci

The meeting was called to order at 3:00 p.m.

1. APPROVAL OF THE NOVEMBER 17, 2009 AGENDA AND THE MINUTES OF OCTOBER 20, 2009 AND NOVEMBER 3, 2009.

Lema informed Council item 12 on the agenda has been postponed due to the absence of Claudia Hein; and item 11 has been postponed due to the absence of Ed Trujillo. A discussion item will be added at the request of Joe Krivicich on the Instructional Program Review Validation Process.

It was MSC to approve the agenda of November 17, 2009 as amended. All in favor. Approved.

It was MSC to table the minutes of October 20, 2009 until Council is able to review the submitted revisions. All in favor. Approved.

It was MSC to table the approval of the November 3 minutes as they were not ready for review. All in favor. Approved.

2. PUBLIC COMMENT

Ward commented that it is insulting for the District to not schedule the Veteran's Day holiday on the same day as the National Veteran's Day Holiday.

3. ANNOUNCEMENTS

A. Orta reminded Council the deadline for submitting January Flex activities is very soon and she has not received many workshops.

B. Machalinski reiterated that Part-time instructors have a lot of Flex hour obligation in the Spring semester so Flex workshops are needed and should be well attended.

C. Lema announced the nomination period for the Spring 2010 Faculty Lecturer is open. Deadline for nominations is December 3, 2009. She said last year we had a large pool of nominees and would like to see that again. She also asked Council to make a concentrated effort to increase the audience size for the lecture presentations.

D. Lema announced that today is Steve Ward's birthday. Council wished him happy birthday.

4. APPOINTMENTS

Study Abroad Selection Committee

Marina Crouse

Curriculum Committee Chair

Obed Vazquez

Faculty Senate Rep at Large

Barbara Hewitt (to replace Donna Wapner who will be on sabbatical)

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

5. DVC PROCEDURES

Lema asked Council if they had received any feedback on the proposed changes to several DVC procedures to reflect new committee names and titles included within them.

Machalinski said she is frustrated that the catalog section on Credit by Exam 4001.05 was changed several years ago without an approval process. She explained the procedure had said if a student failed the exam, it would go on their record but it was changed without any consultation to state it would not go on their record. Lamb agreed the change is against Title 5 regulations and will be corrected in the 2010-2011 catalog.

Machalinski said there are ways the Process for Grade Appeal 4005.01 could be improved. She said the way it is now the process could get dragged out for two years and even when local bodies deny the appeal, it can go all the way to the board. Lamb said she will check the state law regarding students' right to appeal.

Lema suggested Council take action on these procedures at this meeting and then assess if there are things they want to come back to. She explained the grade appeal process parallels the district procedure and it would have to be changed.

Freytag said the language in the grade appeal process is similar to the grade change policy. He said there had been a concern that on the grade change form there was wording that faculty had to declare they were wrong but it was never changed. Lema said the grade change policy is a district policy. Consequently FSCC would need to bring this back for discussion in order to go through the district process to change the policy.

Machalinski suggested the Credit By Exam Procedure be pulled from the motion until the language is changed. Council agreed.

Machalinski asked about changing the language on the grade change form. Lamb said that is an issue to discuss with the Dean of Outreach, Enrollment, and Matriculation Beth Hauscarriage, Lema said Hauscarriage will be on the agenda for the next Senate meeting. Machalinski asked that Hauscarriage bring the Title 5 language that was used to make the decision on the change to the grade change form, to the meeting.

Krivicich requested Hauscarriage also discuss with Council the three day deadline for turning in grades.

3016.01-Matriculation Rights and Responsibilities

4005.01-Student Appeals for Grade Changes

6001.01-Use and Assignment of Facilities

4001.05 -Credit by Examination

3025.02-Advertising, Solicitation, Sales and Distribution of Commercial Materials

3013.01-Student Privacy Rights

3012.03-Student Cafeteria Conduct and Activities

2001.01-Nondiscrimination at DVC

It was MSC to approve the proposed changes to the above listed DVC Procedures with the suggestions on changes to some terminology in 2001.01-Nondiscrimination at DVC, and with the exclusion of 4001.05 Credit by Exam until the language has been brought into line with Title 5. All in favor. Approved.

6. FACULTY SENATE VOLUNTARY FUND

Grzanka informed Council the Student Veteran's Group held a conference for Veteran's and incurred \$300 in expenses. Grzanka requested Council approve a donation to the group out of the Faculty Senate Voluntary Fund. He said there were some funds raised at the event, and the Foundation is donating \$100. He asked if the Senate could donate \$100.

Council reviewed the status of the Voluntary Budget. The current balance is approximately \$6400. The current rate of monthly donations is \$181 which will mean an additional \$1448 through June 2010. Annual expenses usually run approximately \$4500. Those funds cover the wine for two Dinner theater events, a stipend for the Faculty Lecturer, refreshments for the Faculty Lecturer event, dinner for all retirees and one guest each at the retirement dinner, gifts for each of the retirees, and some other miscellaneous expenses. She explained last year there was no retirement dinner because all the retirees had retired much earlier in the year and declined the dinner invitation. As a result, the balance is higher this year than in year's past.

Freytag inquired if the Veteran's group needs more than \$100. Grzanka said any extra funds they receive will be put towards next year's expenses.

Freytag proposed the Senate donate \$100 this year and commit to \$100 every year. Lema recommended the donation be evaluated year to year providing there is an event, and there are sufficient funds.

Council agreed.

7. ACCREDITATION FOLLOW-UP

Lema shared with Council that she spoke with one of the Accreditation team members Mark Beam, after the Senate meeting on November 3 and received feedback that DVC has changed significantly although there were still concerns and questions about our ability to sustain our work and how the integration components will function.

Lema said people at district were told by the team that DVC has been transformed.

Mikolavich said he felt the Integration Council got a lot of positive feedback. He said Accreditation team member Marie Smith said we should think of ourselves as marathon runners and we need to evaluate the support we need to keep going. In addition she said we are changing our culture and we have to stop things that are not working, and that change needs constant attention especially when it is fragile and new.

Grzanka inquired about the self-improvement plans the college included in our accreditation report.

Lema told Council President Walters stated she wants to address the accreditation recommendations, as well as any additional recommendations that may be made as a result of the show cause report, before working on the accreditation self-improvement plans.

Lema said we will be expected to evaluate our new processes as we move along and make changes as necessary.

Ward asked if we might end up on probation status. Lamb said she does not know what the commission will decide but she has heard positive things. She said we will probably be asked for another report in six months or so.

Lamb said the timing is good for the new processes since the program reviews will be done when the strategic directions expire and they can feed into the new strategic plan.

8. VICE-PRESIDENT OF INSTRUCTION

Lamb reported the San Ramon Pleasant Hill Task Force met and came up with a proposal for coordination of SLOs which she distributed to Council. She explained it is based on the MOU for Curriculum. Krivicich questioned if it was a modification of the same document that was approved for the Curriculum MOU. Lamb clarified there were two documents, one for general coordination and the second was the dispute resolution procedure. Council requested Lamb bring both documents with dates to make it clear what they are approving.

9. ASCCC PLENARY SESSION

Dildine reported he went to all the basic skills breakout sessions at the Plenary Session. He said there was a theme of data collection and research. They said faculty have an information gap and it is going to affect our ability to sustain some of the structures that have been created for basic skills. He said data was presented on the percentage of students that successfully pass basic skills courses and move on to the upper levels, and other data that without, we can't frontload our planning or make Program Review make sense. He said they met with the Statewide Associated Students and who said they want prerequisites. He told Council there is a grant to help colleges work with researchers on campus to get the right data. He explained faculty collects the correct data in classes, including grades, and you can see how successful a student will be based on their skill sets. Dildine said there is a budget element in planning for basic skills because money ends up going to students that are going to fail.

Lema told Council the keynote speaker who also gave a breakout session identified the need for research that assists faculty more directly with increasing student success. She said as an institution DVC needs to have research that helps the college move from the focus of planning well to performing well. The keynote speaker said low performing colleges focus on bench marks, report generation; data based systems, and broad success metrics. While high performing colleges focus on research that provided pathway analysis, curriculum innovations, content specific research, and assessment and dialectic inquiry. She said at the breakout session the presenter recommended having faculty teams work with research offices in order to identify student success measurements. Lema said she would like to explore the HP grant led by Greg Stoup at Canada College.

Freytag agreed DVC could benefit greatly from this type of pilot program. He said overall the Plenary Session was informative. He said it was interesting to hear what other colleges are doing and not doing and what is working. He attended a discussion on the challenges of diversity data that was very informative. He said he found that data that is collected is not necessarily data faculty want or need. He said we could only benefit from knowing more about our students. He did say that there are privacy issues that need to be considered so there are some things we may not ever know about students.

Dildine said research could help us know what we can do for students as well as what we can't do for students. There are other programs that might be better for some students who will not be successful at the college level.

Lema told Council the state budget currently has an \$8.6 billion shortfall and next year it is expected to be higher. She said going to the Plenary session gives you a measure of things your college is doing well and some things we could do better. She said because of the budget situation, many colleges have made schedule cuts without discussion. At DVC we have opened up the discussion so we are in good shape in that respect. She said there were several recommendations made to assist colleges in this current budget crisis. These included budget education at the colleges, and clear processes for budget decisions and priorities. She said it was also recommended having a department chair committee of the senate to make scheduling recommendations. And the importance of an Enrollment management committee was stressed. She said it was suggested to hold to class maximums as it is not in students' best interests to over enroll classes. She said they also advocated political action on the budget in the form of a postcard campaign to legislators. She said there was discussion about the future of community college education in terms of the real cost of education. It is estimated that 80%-90% of community college students test below college level when they get into the system. Lema told Council the Master Plan for Higher Education is going to be opened up for revisions and we need to think about priorities, and define student success and access.

Lema informed Council there was a resolution proposed that relates to our work on the requirements for an associate degree. The resolution changes Title 5 to offer an associate degree for transfer and eliminates local additional requirements. It was very controversial and was referred to the Executive Committee. The other controversial issue was a series of resolutions about the 50% law and these were also referred to the Executive Committee.

Lema said there was a resolution that passed to work with Chancellor's office to a better job with our MIS reporting to help us better understand finances, specifically the cost for the academic programs and administrative expenses.

In addition there were resolution that passed which included the development an SLO glossary, and one passed to update the program discontinuance paper.

10. PRESIDENT'S REPORT

Lema reported at the College Box 2A meeting they were told that since the District is going to a new budget model, the colleges will have autonomy to make major budget decisions including hiring for all constituent groups.

Machalinski asked does that mean if we want to hire 20 faculty, we can hire 20 faculty. Lema said yes we can providing the college stays within our budget since the district is no longer going to bail any of the colleges out beginning next academic year. Council expressed concern that the personnel at the colleges would not be able to handle the increased responsibilities and what will happen to the employees at district that were doing the jobs that will now be done at the colleges.

Lema said the budget model provides formulas for the colleges but not for the district office or district-wide expenditures which is a concern. She asked how the district office's productivity will be assessed as they don't generate FTES. Lamb added that we don't know how much funding we are getting until July but we are going to a new process now before the new model is implemented.

Lema said the new model which is based upon SB 361 was developed because of accreditation recommendations. Many other districts have also adopted the basics of this model. Council agreed there are still many questions and details to work on with the new model.

10 A. STUDENT SURVEY

Christina Cannon, Student Trustee informed Council she sent out a district-wide student survey via email to help her determine student needs.

She distributed an information sheet that was given to students at the budget forum as it may answer some of the questions faculty have about the new budget formula.

Cannon reviewed the overall results of her survey. She explained she put the survey online and then separated the results for those that did not have student IDs. She said 20% of the respondents were DVC students.

She asked faculty to encourage students to take the survey. She told Council the results will be available to faculty. Freytag asked if the data can be analyzed by each campus and Cannon said yes.

Lema asked Cannon if Trujillo had expressed faculty concerns to her. Cannon responded that he had and if faculty are named in any responses they will not be publicized. She added that so far all the feedback on faculty had been positive. She said she understands that faculty had concerns with contractual issues within the survey but she had brought it to FSCC and thought they had approved it. She added that faculty are the primary people students work with so why not ask what students think of them.

She said the purpose of the survey is to find out what students are most concerned with and it is budget.

11. PROGRAM REVIEW VALIDATION PROCESS

Krivicich said his division had concerns with the Program Review Validation Process. He said their division found some programs were not filling out all the paperwork and some of the documents were not in their folders. He asked if Lamb could provide a checklist to make sure they have completed everything required.

Lema reminded Council this issue is on the Senate Council agenda because Program Review is going to drive decisions. Consequently we need to find out what is and is not working in this implementation period for the new Program Review Process.

Lamb said there will be a debriefing in April or May to discuss how the process is working.

Krivicich emphasized they would like a checklist now since the Program Reviews are due in a week.

Freytag asked Council if other areas are having problems with the data they are given for Program Review. Lamb said she is aware there are problems and they are cleaning it up as they go but to be sure and let her know if there are any additional problems. Godinez asked where the data comes from. Lamb responded that some of it comes from the Research Office and some comes from the Instruction Office.

Krivicich said the major issue is about the validation process and the teams (as little as two people) are making a value judgment on programs but the teams are from different divisions than the program being reviewed. He said

his division thought validation was making sure things were done right and not making judgment calls. He said his division thought the judgment was for the Integration Council since they have every division there. Lamb said the process was developed before the Integration Council existed so it needs to be discussed further.

There being no further business, the meeting was adjourned at 4:05 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*