



**FACULTY SENATE COUNCIL MEETING
November 24, 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), Peter Churchill (Business Education), Catherine Machalinski (Biology and Health sciences), Ed Trujillo (Applied and Fine Arts), Lisa Orta (Faculty Development Coordinator), Raine Dougan (Counseling), Len Grzanka (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Absent – Donna Wapner (Representative-at-Large), Doug Dildine (Part-time Faculty Representative), Jackson Yu (ASDVC), No Rep (Social Sciences)

GUESTS: Susan Lamb, Ted Wieden, Ben Seaberry, Beth Hauscarriage, Jennifer Tejada, Kevin Moran, Leslie Agostino, Obed Vazquez, Claudia Hein, Beth McBrien

The meeting was called to order at 2:08 p.m.

1. APPROVAL OF THE NOVEMBER 24, 2009 AGENDA AND THE MINUTES OF OCTOBER 20, 2009, AND NOVEMBER 17, 2009 AND NOVEMBER 24, 2009.

It was MSC to approve the agenda of November 24, 2009. All in favor. Approved.

It was MSC to approve the minutes of October 20, 2009 with corrections. All in favor. Approved.

It was MSC to approve the minutes of November 3, 2009 minutes with corrections. All in favor. Approved.

IT was MSC to table the minutes of November 17, 2009 as they were not ready for review. All in favor. Approved.

2. PUBLIC COMMENT

Ward commented that District athletic recruitment policy has been an issue for a few years. The District hired an outside consultant to investigate and the results were given to the District Office in December 2008 but have not yet been disseminated to the colleges. Ward asked that the faculty Senate President request the report from the Chancellor.

3. ANNOUNCEMENTS

A. Orta reminded Council there is one more day to submit Flex workshops for January 2010. She said they have not received as many as they had hoped and there are no workshops for general well-being or personal enhancement.

B. Lema announced the CCCCD 60th Anniversary Memory Book is available. She wants the Senate to know there will be an article in the upcoming Forum written by Gay Ostarello and Barbara Sawyer regarding the chapter in the

book on the elimination of Division Chairs and the subsequent lawsuit at DVC. The article will clarify many facts that were not included in the chapter.

C. Lema told Council the Faculty Senate could sponsor a few faculty to attend the ASCCC Equity and Diversity Institute in February 2010.

D. Lema reminded Council to fill out their Union ballots that they should have received.

4. APPOINTMENTS

None.

5. RESEARCHING STUDENT SUCCESS IN ONLINE COURSES

Ben Seaberry explained to Council that he did a dissertation a couple years ago on online course satisfaction. He researched trends, types of technology being used, interactions with other students, and college support services for online courses. He also said he compared student success with student satisfaction. He said currently the number of students in online classes is increasing and we need to make sure they are supported so he would like to do another student survey similar to the one he did as part of his dissertation research. He explained it will be for 3 to 4 unit full-term classes. The survey will be administered starting the following week and will go for three weeks.

Dougan asked Seaberry to briefly summarize what he found to be the factors for a successful online student. He said students were generally satisfied and had a desire for more online courses. He said the biggest factor with student satisfaction is how satisfied they are with themselves.

Trujillo asked if Seaberry has any information on the success rate in hybrid courses. Seaberry said they can be good for lower level courses as it allows the student to get accustomed to the online learning environment, but it can be a problem for students who have issues with getting to campus.

Freytag asked if they could find out if having a face-to-face versus an online orientation makes a difference.

Seaberry said he found it does not seem to make a difference in student success in online courses.

Grzanka asked if the enrollment caps are affecting online courses. Seaberry said the impact is no different than face-to-face courses.

Orta suggested Seaberry present a Flex workshop on his findings.

Seaberry said he will forward the presentation he did for the District Educational Planning Committee to the Senate Office.

Lema suggested the Online Advisory Group be reformed. Seaberry agreed it would be helpful.

6. INTEGRATION COUNCIL REPORT

Mikolavich reported the Integration Council held its third meeting. They heard a report on financial aid, and a report from Mohammed Eisa on the achievement gap among Latino and African American students.

He said they discussed what we are going to do to serve at-risk students and there is a sense of urgency because of the budget issues. He explained that the Council discussed successful interventions that address the achievement gap in particular the Puente Project and, EOPS. He speculated that since it would be expensive to replicate the Puente Project on a larger scale, that we may need to encourage a variety of learning communities that have similar components that lead to better retention, success and persistence rates for all of our students. They also talked about changes to be made to services such as tutoring.

Mikolavich told Council it is important that everyone pay attention to what the Integration Council is doing and make sure nothing falls through the cracks.

7. MATRICULATION

Beth Hauscarriage, Matriculation Officer, introduced herself to Council and shared some information about Matriculation. She said she has been at DVC for one year and so far has focused on Admissions and Records, and Assessment.

She reminded Council Matriculation took a large budget cut and is changing the way they do some things. One of the changes is we now have online assessment.

Ward asked if they will still be providing high school visits. Hauscarriage said they will but they will have to change how to deliver the testing since they are now online.

Trujillo commented that the process for dropping a student has changed over the last few years and it is a little confusing. Hauscarriage clarified that it is a W if they are dropped before the deadline.

Machalinski asked about the reasons for dropping a student. Hauscarriage explained there needs to be extenuating circumstances. Machalinski read from the Standards of Scholarship Policy 4001 where it states a “W” can be changed if there was discrimination. She asked why this would not go through grade appeal and is concerned the decision is made by one person. Lamb explained they do obtain legal advice in these situations.

Krivicich asked for the rationale for the 3 day time limit to enter grades. He is concerned it does not give enough time to do a thorough job of grading. Hauscarriage explained there is a lot of work to be done after the grades have been entered to update student’s records for pre-requisites and transfers.

Krivicich asked if there is a way to identify which students need grades right away. Hauscarriage said they could look at that between the fall and spring semester but they don’t have time over the winter break.

Lema told Council to email their questions to Hauscarriage and she will be invited back to another meeting.

8. DVC PROCEDURE 4001.05 CREDIT BY EXAM

Lamb distributed the Credit by Exam procedure and a copy of the wording that will be in the catalog. Machalinski reminded her the form needs to be changed too.

Council agreed they want to see all the changes incorporated before voting.

9. VICE-PRESIDENT OF INSTRUCTION

A. Lamb reported registration starts the following week for regular students and asked faculty to get the word out that students need to register immediately because of cuts to sections.

B. Lamb discussed with Council the language in the San Ramon Pleasant Hill MOU on SLOs. She referred specifically to the use should or shall. She said the thought was to use the same language as in the MOU on Curriculum. . Council agreed it should use the word “should” and be consistent.

Freytag moved to approve the MOU with changes suggested. DeLoach seconded the motion.

10. PROGRAM REVIEW VALIDATION FORM

Lamb reported the Program Review Validation Forms and the Program Reviews will be on the “U” drive. On the coming Monday she will send out emails indentifying faculty on the validation teams. She will also send a reminder those areas that have not completed their Program Reviews. She reminded Council there will be more validation trainings provided including Flex.

Krivicich said his division is concerned because they thought the validation step was a verification that the document is complete and ranking would be done by the Integration Council. However the Program Review seems to be ranked at the validation level. He suggested eliminating the validation team recommendation line. He also said check boxes 4 and 5 make value judgments. He said these changes would also shorten the validation step and the Integration Council would get the information sooner.

Lamb agreed these are good points but we did not have the Integration Council when this was developed and accreditation did not want just a rubber stamp. She said her concern is we have informed the Accreditation Commission of the process and form content. The Senate approved the instructional Program Review forms and process up through validation. We don’t want to change process from what we told accreditation.

Wieden agreed it is probably too soon to change but this is a good time to test run since we don’t have a lot of funds to work with right now.

Mikolavich asked if it would be good to show we made a change as soon as we noticed a potential problem.

Lamb said she knows people are afraid of this process because it is new but we need to trust our fellow faculty and to remember this is faculty peer review, not management review.

Krivicich said he does not think there is an issue with being evaluated by fellow faculty, but it is the size of the group and the homogeneity (from one division) that will be making value judgments.

At this time it was MSC to extend the meeting for 10 minutes to complete business.

Machalinski said there are easy graders and hard graders and the problem is one validation team might “grade” harder than another team. This is why it is very important the validation teams receive thorough training. Mikolavich said if the judgements come to the Integration Council it could cloud their assessments. Lema reminded Council we will be evaluating these processes and looking at them as we proceed forward. She said this discussion will continue on the next agenda.

11. PRESIDENT’S REPORT

A. Lema reported she sent documents concerning Title 5 updates to Council via email. She asked Council to send any concerns to her.

B. Lema reported College Council is looking at the proposed charge and membership for the EEO Committee and the Student equity Committee and they want feedback. She said they are also solidifying the current Program Review Process and the SLO process. These will be on the next Senate agenda.

12. TITLE 5 COMPLIANCE

Claudia Hein introduced Obed Vazquez the new Curriculum Chair. She said she will continue on the Curriculum Committee as the representative for her division.

The question was called to approve the Title 5 Compliance Procedure. There was no discussion. All in favor. Approved.

Lema presented the following resolution of appreciation to Hein for her work as Curriculum Committee Chair.

**Diablo Valley College Faculty Senate Resolution
Curriculum Chair Extraordinaire Claudia Hein
November 24, 2009**

Whereas, Claudia Hein has served as the Diablo Valley College Curriculum Committee Chair from Spring 2005 through Fall 2009;

Whereas, as Curriculum Chair Claudia Hein has demonstrated outstanding leadership in establishing and promoting high curriculum standards while maintaining a supportive and collaborative environment for educating faculty and administering state guidelines;

Whereas, Claudia Hein has streamlined the Title 5 re-write process, opened dialogue among administrative departments and faculty on important curricular issues, used tech review as a cooperative process for flushing out issues and resolving them to clear the path for new courses and programs;

Whereas, in response to the Accreditation Commission placing Diablo Valley College on Show Cause sanction Claudia Hein said adamantly “Not on my watch” and then worked tirelessly to address the curriculum recommendations;

Whereas, Claudia Hein in Spring Semester 2009 served on the Accreditation Oversight Task Force and co-chaired Accreditation Work Group Four, and ensured over 650 courses were in Title 5 compliance;

Whereas, Claudia Hein accepted the responsibility to deal with accreditation issues by developing processes and procedures over and above the current shortfalls so as to improve rather than just remediate – all with a smile and pleasant demeanor;

Whereas, Claudia Hein at the helm of the Curriculum Committee was the truly rare combination of drill sergeant, unconditionally-loving mother, and walking encyclopedia of any and all curriculum regulations; Resolved, That the Diablo Valley College Faculty Senate recognize Claudia Hein's extraordinary and distinguished service as Curriculum Chair; and Resolved, That the Diablo Valley College Faculty Senate convey to Claudia Hein its appreciation for her leadership, vision, tenacity, collegiality, dedication and integrity while serving as Curriculum Chair.

It was MSC to approve the resolution by acclimation. All in favor. Approved.

There being no further business, the meeting was adjourned at 4:10 p.m.

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*