



**FACULTY SENATE COUNCIL MEETING  
December 8, 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), Doug Dildine (Part-time Faculty Representative), Len Grzanka (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

**ABSENT:** Absent – Donna Wapner (Representative-at-Large), Jackson Yu (ASDVC)  
No Rep (Social Sciences)

**GUESTS:** Claudia Hein, Cindy Goga

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

**1. APPROVAL OF THE DECEMBER 8, 2009 AGENDA AND THE MINUTES OF NOVEMBER 17, 2009 AND NOVEMBER 24, 2009.**

Lema informed Council item 13 has been cancelled due to the absence of Susan Lamb.

**It was MSC to approve the agenda of December 8, 2009 as amended. All in favor. Approved.**

**It was MSC to approve the minutes of November 17, 2009 minutes with corrections. All in favor. Approved.**

**It was MSC to approve the minutes of November 24, 2009 minutes with corrections. All in favor. Approved.**

**2. PUBLIC COMMENT**

Jean Dickinson, Faculty Advisor to the Inquirer commented that she is retiring and there have been no discussions about hiring a replacement. She is the only full-time faculty advisor and it will be destructive for the newspaper if she is not replaced. She said this is their 60<sup>th</sup> year of continuous publication and they are a record of the college's history, as well as being the only first amendment publication on campus that cuts across all constituencies. She requested the Faculty Senate use their influence to advocate for a faculty replacement.

The Editor in Chief of the Inquirer commented the students on the paper get leadership, guidance and encouragement from their faculty advisor and it requires a full-time faculty member. She asked the Faculty Senate to do whatever they can to help keep the integrity of the paper.

Another student reporter commented that he heard at a conference we don't need any more online journalists, we need more journalists online. He said his point is that Jean Dickinson has prepared them to work in the changing world of journalism and that most of them came in with no experience.

Barbara Sawyer, who was the Faculty Advisor to the Inquirer for 8 years, commented a part-time faculty member could not do this job in the way it needs to be done. She said if there is only one faculty hire this year it should be a journalism instructor.

### **3. ANNOUNCEMENTS**

A. Trujillo announced the Dramatic Society is holding a fundraiser at the Spaghetti Factory to help pay for students to attend a conference.

B. Trujillo announced the DVC Drama production of “A View from the Bridge” is playing through the weekend in the Arena Theater.

C. Trujillo announced his term as a Senate representative is ending. He said it has been a pleasure to work with the Senate Council. He said it is provocative and interesting, and it has been an honor.

D. Krivicich announced his term as a Senate representative is ending and Craig Gerken will be the new representative for his division.

E. Orta announced the Spring Flex Handbook is out. She said there are not many hard copies available but it is available online. Faculty can pre-register online and they will be able to generate a report on the Flex activities they completed for the year.

F. Orta announced there will be no food provided during the Spring optional Flex days due to budget issues.

G. Orta announced Judy Walters, College President has requested a college-wide activity during Spring Flex to look at the constraints we are facing and how we can still fulfill our mission.

H. Lema announced are grants currently available through the Foundations for College Success program.

I. Lema announced the District is in the process of hiring the VP of Finance and would like to know if faculty would be willing to attend a question and answer session with the candidates at the District Office. Council members agreed most people would not attend.

### **4. APPOINTMENTS**

#### **Sustainability Committee**

Glenn Appell

#### **Grade Appeal**

Eric Freidenreich

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

### **5. FACULTY LECTURER**

Lema informed Council only one nomination had been submitted for the Faculty Lecturer. She asked Council if the deadline should be extended to early February. Council agreed to extend the deadline.

### **6. PRESIDENT’S REPORT**

A. Lema reported she sent the proposed DVC Procedure 4001.01 Standards of Scholarship to the Council for feedback. She reported she did not receive any response.

Ward commented that he thinks students should not get a “W” four times in the same course but he realizes this is Title 5. Freytag asked if the 75% drop rule is a District policy or Title 5. Lema said she will inquire and report

back. She will report FSC's endorsement of the procedure to DGC.

B. Lema reported the College Council has discussed the request to separate out the two primary areas of work under the Cultural Diversity Committee charge. Those areas are the Equal Employment Opportunity Plan and the Student Equity Plan. Council reviewed the proposed membership and charge for the Equal Employment Opportunity Plan Committee.

Freytag said the proposed charge should always read "equal employment *opportunity*". Council agreed. Lema will report the Senate's feedback to the College Council.

C. Lema reported the College Council has discussed the proposed Student Equity Committee. Council reviewed the proposed change.

Machalinski expressed concern with the membership being a "Noah's ark" committee. She said it should be led by faculty since the charge falls under the 10+1.

Churchill recommended only 3 administrator members.

Machalinski suggested the classified members be *ex officio*.

Trujillo questioned why there are two EEO officers listed in the membership.

Lema will bring the issue of this committee falling under academic and professional matters to College Consultation.

## 7. RESEARCH GRANT

Lema reviewed for Council information on a grant from the BRIC Project to assist colleges with meaningful data collection and use. Lema brought the information to college consultation and the college president requested the Dean of Planning, Research, and student Outcomes to follow up on the application process. Lema told Council there is a PowerPoint available online about the grant.

**It was MSC to make pursuing the grant an emergency item as the application deadline is soon after winter break and this is the last FSC meeting of the semester. All in favor. Approved.**

**DeLoach moved that the Faculty Senate endorse applying for the grant. Machalinski seconded the motion. Call the question.**

**All in favor. Approved.**

## 8. BUDGET UPDATE

Lema informed Council the work of the College Budget Committee is on the "U" drive, and she reviewed the documents that are available. She recommended Council review the documents. Orta said the documents are also available in hard copy in Staff Development.

Lema explained to Council the new District Allocation Model is being adopted as a result of accreditation recommendations. She said the new allocations are based on FTES.

Lema shared issues regarding the new model that were brought up at DGC.

The issues/questions include:

-Whether or not district-wide services expenses will come off the top of the budget before allocation to the colleges  
Who makes the decision on how much the district needs?

-Will functions related to the budgets move to the local level since much of the budget work will be shifted to the colleges?

-Will personnel be shifted from the district office to the colleges?

-Will the District Office take the same work reduction as the colleges?

-Will the district office also have a formula for their allocation?

-The District Office should have to mirror the colleges' expansions and contractions.

-Will the District Office be economizing?

-Why doesn't the college get funding off the top for college-wide services?

-Is the District going to pass through parity pay to the colleges?

-How will the District monitor the colleges to ensure they are meeting the 50% law as the state looks at the District ratio, not by college?

-What is the current cost of the District Office?

Lema said DGC discussed one piece in the formula that does not conform to the SB 361 model which is that CCC will receive additional FTES for a specified time. Kindred Murillo, VP of Finance explained at DGC that this recommendation for the formula alteration was proposed by Chancellor's Cabinet. The argument by some DGC representatives was that CCC serves more at-risk students than the other two colleges consequently their expenses are higher. Lema questioned if the data is there to support that statement. She said DVC does not have the same student population as we did 20 years ago and we have definitely had an increase of at-risk students. Dildine added that CCC may have a larger percentage of their total students in at-risk programs but the actual number of students in at-risk programs may be higher at DVC. Lema said the intent of the formula adjustment is to give CCC time to make adjustments within the new budget model. She said it was recommended giving 182 FTES to CCC above the formula amount. Lema questioned what happens if CCC does not make their FTES targets? She said fees are likely to go up and CCC students will probably be hit harder than the other two colleges and as a result CCC could have harder time meeting their goals if that happens. DeLoach said if there is any room for FTES growth, DVC will receive it first.

Orta said she is glad these questions are being asked and discussed, because she was under the impression at the Budget Committee that decision had been made. She told Council Chris Leivas informed the Budget Committee that strategy #1 is the most advantageous for DVC and would allow for a 5% reserve although he recommends a 7% reserve. Orta said she thinks it should be higher since the district can take back any non-expended funds at the end of the fiscal year unless it's in reserves. Lema cautioned that any increase in reserves is money that does not support programs and services that year. She said DVC will get approximately \$1.5 million more under the new formula and the formula will make the colleges accountable to stay within their budgets. She said if the colleges overspend, the amount of overspend money will be deducted from the following year's budget. Sue Handy added that in the past, DVC did not have any reserves but the president had a \$50,000 contingency fund.

Freytag asked if CCC would still have a debt after they receive the extra FTES. He also asked how many sections 182 FTES equals. Krivicich calculated that it is equal to 30 sections. Lema informed Council CCC is being allowed 5 years to bring their budget in line with funding the model will provide. Machalinski said anything that is based on data benefits DVC and it's a concern to give away FTES when many of our programs are over 100% fill rate. Lema said at DGC there was a suggestion to give CCC funds off the top instead of FTES. However, she said at DGC Kindred Murillo explained that the FTES option was more beneficial to the colleges and the District as a whole rather than giving funds off the top. Freytag said it asks in accreditation standards if the district fairly distributes funds to the colleges. He suggested the Senate send the message this does not fairly distribute the money to the colleges. Machalinski said the issue is not that CCC does not have enough FTES but that they don't have enough money. She suggested the District use the money they save by shifting work to the colleges to help CCC. She added that not giving the FTES to CCC would benefit all the colleges as DVC would maximize revenue from that FTES.

## **9. SAN RAMON PLEASANT HILL MOU ON SLOS**

Council reviewed the proposed San Ramon Pleasant Hill Best Practices for SLOs. There was no discussion.

**The question was called to approve the proposed MOU. All in favor. Approved.**

## **10. CREDIT BY EXAM**

Council reviewed the proposed changes to DVC Procedure 4001.05.

Freytag asked what it means by "tests prepared by national organizations". Claudia Hein clarified that in order to become a credit by exam course, it needs to go through curriculum, and the department can select what test they use.

**The question was called to approve the proposed changes to DVC Procedure 4001.05. All in favor. Approved.**

## **11. PROGRAM REVIEW VALIDATION**

Krivicich said his division suggests on the Program Review Validation form Part D, to draw a line above part D and

below the line state that Part D is to be completed by the faculty on the Integration Council. He said the reference to Part D would then be eliminated from Part A. He explained they are concerned that the validation teams for annual program reviews are just two people with minimum training and no rubric, making value judgments about programs. Sue Handy, Integration Council Co-chair, said she assumed because of the way the process is worded that a division body would make those decisions. Krivicich pointed out the process states the report can be revised before going to Integration Council.

Trujillo asked if the validation teams are commenting on the program or the analysis in the review.

Krivicich said his understanding is the validation team are to validate the commentary within the review reflects the data. He asked if the team is to comment on the commentary.

Hein said we don't have a clear picture of how this will all play out and we keep hearing this is a work in progress and we will get to it. She said we have to distinguish between program reviews and programs. She said we developed the forms and then developed the process but we never went back to the forms to ensure they comply with the process. She added that if we see this as an issue and don't make a change, what does that say about us?

Mikolavich expressed his concern is that there us a fear if accreditation sees us making changes that will not look good and that is not a good argument to not make changes.

Lema asked if faculty on the Integration Council complete part D for the program

Lema asked if there would be a conflict of interest for those faculty on the Integration Council validating Part D for their programs.

Council reviewed DVC Procedure 1016.01 Program Review and realized that the form is out of compliance with parts of the procedure so the procedure will also need to be changed. Mikolavich added that we need to clean up the consistencies or accreditation will catch them.

## **12. ALUMNI ASSOCIATION**

Cindy Goga, DVC Foundation Director, distributed a timeline for building an alumni association ad she asked for input. She explained the Foundation is part of a California Community College alumni network. She said she sent them our student database and the network matched the names with contact information. She reviewed the timeline with Council. She said they want to connect students back to the departments that they have self-identified. This will enable alumni to donate to specific department or programs if they prefer. The Foundation will be investing in a partnership with the statewide alumni association for them to manage the website.

## **13. VICE-PRESIDENT OF INSTRUCTION**

This item was postponed

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*