



FACULTY SENATE COUNCIL MEETING FEBRUARY 2, 2010 APPROVED

PRESENT: Laurie Lema (President), Keith Mikolavich (Vice President), Marva DeLoach (Library), Rick Godinez (San Ramon Campus), Jane Brecha (Math/Computer Science), Ralph DePew (Physical Education, Athletics and Dance), John Thomas (English), Craig Gerken (Physical Science/Engineering), Peter Churchill (Business Education), Catherine Machalinski (Biology and Health sciences), Becky Opsata (Applied and Fine Arts), Buzz Holt (Social Sciences), Barbara Hewitt (Representative-at-Large), 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 (ASDVC)

GUESTS: Susan Lamb, Ted Wieden

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

1. APPROVAL OF THE FEBRUARY 2, 2010 AGENDA AND THE MINUTES OF DECEMBER 8, 2009 AND DECEMBER 15, 2009.

It was MSC to approve the agenda of February 2, 2010, 2009 as amended. All in favor. Approved.

The minutes of December 8, 2009 and December 15, 2009 were not ready for review.

2. PUBLIC COMMENT

Freytag commented that we are continuing to cut the fall schedule in divisions that are at or over 100% full, and he thinks we can do better. It does not make any sense for our students. It is not the most intelligent or informed way to make these decisions. He said when we add classes we have a very careful way of analyzing enrollment trends and data, we convene committees and councils to decide exactly which sections can be added. Yet when we need to cut we seem to throw this logic out the window. He said we need to apply this logic in a reverse manner to make cuts in a way that have the least impact on our students.

Machalinski said she has heard concerns that the mandate is that the cuts come from the fall schedule but for some departments it makes more sense to make the cuts in a different semester. Lamb said there is some flexibility and she can talk to departments about it.

3. ANNOUNCEMENTS

- A. Orta announced there is training scheduled on February 3 for Part-time Faculty Evaluation training. The workshop is for those that will be evaluated and for the evaluators. She said there will be a workshop for Full-time Faculty Evaluation training in two weeks. She informed Council once everyone gets trained, the contract will be enforced as far as frequency of training required. She said there will not be a video made as she feels it does not provide adequate training. She informed Council the evaluation booklets are available online.

- B. Lema introduced the following new Faculty Senate Council representatives.
 Ralph Depew for PE, Athletics & Dance
 Buzz Holt for Social Sciences
 Craig Gerken for Physical Sciences
 Becky Opsata for Applied and Fine Arts
 Barbara Hewitt as Representative-at-Large

Lema reminded Council the Senate Constitution states that Council representatives must be tenured faculty. She realizes some current representatives are not and reminded Council that future selections must be tenured. She stated if faculty prefer to not require tenure for their council representatives, than the constitution would need to be changed to reflect that.

- C. Lema announced the Accreditation Report was received on Monday, February 1, 2010 and DVC has been moved off of show-cause. We have been placed on probation. We have two years from fall 2008 to clear remaining recommendations min order to be removed from sanction.
- D. Lema informed Council on the status of compensation for the FSCC chair. She explained that historically the chair received a .20 reassigned time per semester. It became an issue in spring 2008 when the District questioned whether there was a policy or procedure that confirmed the FSCC chair received a .20. The Chancellor approved a .20 for FSCC chair for fall 2008/spring 2009 and for FSCC chair fall 2009. Payment for FSCC chair for this period of time will be paid from the senate budgets. The Chancellor will not approve any further funding for FSCC chair as of spring 2010.
- E. Lema said Study Abroad will be on the agenda for Consultation with the Chancellor. Aleks Ilich, Director of the program will attend the meeting for the discussion.
- F. Lema informed Council an application for participation in the BRIC project was submitted.
- G. Lema informed Council the California Higher Education Master Plan Commission is currently meeting.

4. APPOINTMENTS

Hiring Committee Interim Computer and Network Services Supervisor

(Retroactive January Flex Week)

Joann Denning
 Bill Hammond

Administrative Program Review Validation

Despina Prapavessi
 Becky Opsata

Students Services Program Review Validation

Bob Abele
 Rita Delgado

SLO Committee Math and Computer Science Division Representative

Lindsey Lang

Study Abroad Selection Committee

Scott MacDougall

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

5. BUDGET REDUCTIONS

Lema reviewed for Council the recent Flex activity that was held to help address budget cuts and establish college priorities. She requested from the Senate Council on this matter.

Mikolavich distributed and reviewed with Council a list of priorities for consideration. He explained the main role of the Faculty Senate is to focus on student success and faculty has an obligation to help the college president make the most prudent decision she can. He reminded Council that these decisions will result in a number of classified and managers losing their jobs so faculty needs to be sensitive to that when making suggestions.

The priorities listed in order are to:

- Cut furthest from class room
- Identify and eliminate duplications
- Identify and eliminate inefficiencies
- Bumping rights – problem of retraining
- Not expect us to take on more-but be more efficient
- Identify the most important part of the mission, assess the most important resources needed, and the courage to make the cuts from the areas that were decided upon

Lema said she invited Ray Goralka and John Hanecak, along with Lisa Orta as members of the Budget Committee to address this subject with Council.

Goralka said the role of the Integration Council has not been defined in the decision making process for making cuts. He said he is concerned that faculty needs to be involved in the process although he realizes these are also personnel issues that do not fall under their purview.

Lema explained that a budget process has not been developed to go with the new budget model. She said the senate needs to work on a process as it falls under the 10+1. Goralka reported that Chris Leivas told the Budget Committee they are not going to finalize the budget numbers until we have a budget process. This is a very tight timeline and we need some clarity on how the timeline will work. Lamb informed Council certificated managers who will be receiving March 15 notices, will be notified soon because the March 15 notices need to be place on the Governing Board agenda in February. Academic managers have classroom retreat rights if they have been in the management position for at least two years. If the Academic manager previously received tenure in the district, than they could retreat as a tenured faculty. If the academic manager was a tenured faculty in the district, they could retreat as a full-time faculty member and would be required to go through the tenure process. Classified managers get a 45-day notice and have bumping rights into other management positions. Classified also get 45-day notice and have bumping rights according to seniority and job title. Consequently the college has until the end of the fiscal academic year to notify classified managers and classified staff will layoff notice.

Freytag asked how the district is going to set their budget without FTES. Hanecak explained the state is going to fund the district based on FTES and the colleges will be funded on their FTES. However, there is not a process set up for the district allocation. Consequently District leadership may defer to DGC to look at the process. Orta reminded Council that under the model, DVC will help subsidize CCC for a few years to allow them time to adjust. Hanecak said we need to know what services will be pushed out to the colleges and what resources will follow. He gave the example of part-time benefits and unfunded liabilities.

Freytag said there are questions about how we pay CCC, in FTES or in dollars. Lema reminded Council the DGC is made up of representatives from all the colleges and they are advocating for their own colleges. She said although DGC had a long list of issues about the model, it was approved.

Machalinski commented the District Office is funneling liabilities they have let build for 20 years and no one knows what the district spends and they leave us with no process to look at the District Office budget. She reminded Council the decisions one college makes can impact the other colleges and there is no oversight from district. Lamb said either way we lose. Either the District will they take the money off the top for any liabilities or the colleges will have to pay it.

Holt suggested faculty talk to the board members that represent the DVC area.

Lema reminded Council right now she would like the discussion to focus on the priorities for our college. She explained the model that is in place is used by many other colleges although the model has some modifications. She said other colleges in the state like the model because it's based on FTES.

Lamb clarified the previous model tried to fix things from years past and DVC always funded CCC. She explained DVC can grow back if CCC grows. She said the colleges are funded based on FTES but district-wide services come

off the top. If the colleges shrink, the district budget will not necessarily shrink because they still need to fund the district wide services.

Hewitt said she thinks the District Office should pay their debt and not pass it on to the colleges.

Goralka said we should not fund areas the state has completely cut, as we would not be able to sustain those areas.

Opsata said we need to know where there are duplications of services.

Orta said if areas are cut, we need to look at the manager ratio also.

Holt reminded Council that we have been through budget crises before but this time we have to talk about people's jobs and it will be difficult and sad.

Freytag said faculty are in the best position to identify what is closest to the students.

Machalinski asked why the district did not start to evaluate positions sooner. She said if the district said they will lay off managers that would show good faith.

Hanecak told Council he believes at this time, the budget committee will be looking at approximately \$3 million in operational funds and the Integration Council will look at funding for personnel.

Holt reminded Council to think carefully about what is considered furthest away from students such as janitors and police services.

Mikolavich reminded Council we need to have specific ideas and suggestions for budget reductions. He gave the example that if staff is cut, is there still a need for the same number of managers?

Opsata suggested the following ideas. Combine divisions; consolidate labs on campus; pass photocopying costs onto students and put documents on WebCT. Godinez suggested putting the foreign language labs online.

Lema asked Council to forward any other specific ideas and suggestions to her or Mikolavich.

6. FACULTY LECTURER

Lema informed Council we have received several nominations for the Faculty Lecturer. She will assemble and Honors Committee to review the nominations and bring a recommendation to the Council. She encouraged all Council members should attend one of the lecture presentations and to encourage all faculty to do so.

7. PROCEDURES

Lema told Council there are many procedures that need to be updated or renewed because of new committees and processes. She said several of them fall under the 10+1.

DVC Procedure 1016.01 Program Review

Lema pointed out the procedure did not consistently list who has the authority of the appointment of validation teams for administrative program review.

Wieden said it is assumed that the respective bodies name the appointees but the language could be changed to make it consistent.

Didline moved to approve DVC Procedure 1016.01 with the recommended language. DeLoach seconded the motion. The question was called. All in favor. Approved

DVC Procedure 1018.01 SLOs

There was no discussion.

DeLoach moved to approve DVC Procedure 1018.01.

Mikolavich seconded the motion. The question was called. All in favor, Approved.

DVC Procedure 3012.04 Student Athlete Code of Conduct

There was no discussion.

DeLoach moved to approve DVC Procedure 3012.04.

Mikolavich seconded the motion. The question was called. All in favor, Approved.

DVC Procedure 5030.03 Password Protection

Lema informed Council she already approved this procedure at College Council because there was only a minor change updating a website and it is not an Academic and Professional matter.

EEO Committee

Council members expressed concern with this being a “Noah’s ark” committee and that we need to stay with expertise based not constituency based membership.

Freytag said the charge needs to include the word “opportunity” after Equal Employment throughout the charge. He is also concerned with the term staff diversity and recommends eliminating it as we cannot ensure staff diversity. Mackalinski said it is all about recruitment and as most hires are faculty so most of the committee should be faculty. She also questioned if it needs so many managers.

Wieden read from the 2008 Accreditation report where we stated specifically we would form a Diversity Committee.

Council agreed this charge needs to be written more clearly and we’re not ready to approve it.

Institutional Effectiveness Committee

Council briefly discussed if this committee is a duplication of other committees work. They expressed concern with the amount of faculty in the membership.

Machalinski moved to approve the charge of the Institutional Effectiveness Committee with a recommendation that more faculty be on the committee. DeLoach seconded. The question was called to approve the charge and membership of the Institutional Effectiveness Committee. All in favor. Approved.

DVC Procedure 6102.01 Computer Center: Priority Usage

There was no discussion.

DeLoach moved to approve DVC Procedure 6102.01.

Mikolavich seconded the motion. The question was called. All in favor, Approved.

DVC Procedure 3010.01 Parking

There was no discussion.

DeLoach moved to approve DVC Procedure 3010.01.

Mikolavich seconded the motion. The question was called. All in favor. Approved.

Due to lack of time, Council agreed to come back to the following:

DVC Procedure 3025.01 Posting Materials on Campus

CCCCD Procedure 4001 Standards of Scholarship

DVC Procedure 3111.01 DVC On-campus Student Recruitment by Employers

DVC Procedure 1001.02 College Council Function and Membership

Enrollment Management Committee

Facilities Committee

Student Equity Committee

Lema explained student equity is working to eliminate the student achievement gap. Lamb added that student equity is the term used to say that all students have equal opportunity to be successful, have access and support. Dougan said she supports a broad committee for this issue.

Brecha questioned why there are 6 administrators listed in the membership.

Hewitt said maybe it should be a task force. Wieden responded that it is it mandated to be a committee.

Wieden reminded Council that it is inherent that student services are a huge portion of student equity. Council agreed this committee’s membership needs to be based on expertise. Council agreed to bring this item back for further discussion.

8. VICE-PRESIDENT OF INSTRUCTION

Lamb informed Council the Higher Education Opportunity Act goes into affect on July 1 this year. She said it mandates we inform students what textbooks they will need at the time they register for classes. She will provide more information at the next Senate meeting.

Lamb reminded Council Program reviews and validations must be completed within the deadline and there needs to be consequences for those areas that do not get them done. She would like Council to bring ideas next time on how to motivate all areas to complete their program reviews and validations.

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*