



**FACULTY SENATE COUNCIL MEETING
FEBRUARY 23, 2010
APPROVED**

PRESENT: 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), Lisa Orta (Faculty Development Coordinator), Doug Dildine (Part-time Faculty Representative), Len Grzanka (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Laurie Lema (President), Barbara Hewitt (Representative-at-Large), Raine Dougan (Counseling), Absent (ASDVC)

GUESTS: Susan Lamb

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

1. APPROVAL OF THE FEBRUARY 23, 2010 AGENDA AND THE MINUTES OF DECEMBER 15, 2009, AND FEBRUARY 9, 2009.

Mikolavich informed Council Laurie Lema is out sick so item 7 is postponed. Mikolavich will run the meeting.

It was MSC to approve the agenda of February 23, 2010, 2009 as amended. All in favor. Approved.

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

The minutes of February 9, 2010 were not ready for review.

2. PUBLIC COMMENT

None.

3. ANNOUNCEMENTS

Orta announced a Staff Development workshop on running effective meetings is scheduled on Friday, March 12 from 12:30-2:30.

Orta announced Chancellor Benjamin is presenting a workshop in her area of expertise, the African American male student, on March 17 from 4-6pm.

4. APPOINTMENTS

Student Equity Committee

Nancy Malone

Faculty Senate Honors Committee (For selection of the Faculty Lecturer)

Claudia Martinez

Merv Maruyama

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

5. GRADUATION CEREMONIES PARTICIPATION

Mikolavich reminded Council a motion is on the table to not pursue any changes to the policy on graduation participation. Jocelyn Iannucci requested Council discuss classified participation in commencement exercises. She said some classified with degrees would like to be able to walk at graduation.

Grzanka commented that part-time faculty cannot participate and they should be considered for inclusion before non-faculty.

Holt commented that we are all in this together so why shouldn't everyone participate. He suggested we could march in separate groups.

Freytag said degrees are conferred upon students by faculty. He said it is tradition and he believes it should be upheld and we can at least uphold the significance of a degree by honoring a tradition here. He said although we all help students, it is the faculty in the classroom teaching the students. He said it is mentioned in the graduation ceremonies that faculty verify students have done what they need to do to earn a diploma.

Mikolavich said classified should not necessarily be excluded but maybe participate in another way.

Orta said in a way the ceremony implies that faculty is presenting graduates to the world. She said she wants to know what it would look like if classified were allowed to walk.

Godinez suggested classified could walk but not wear cap and gowns.

Mikolavich summarized he is hearing from Council there are distinctions in the roles we play on campus. It is not elitist to suggest that faculty should confer degrees; faculty teach students and are certified to award degrees by the degrees that they hold. On the other hand, classified want to be included in graduation in some way.

Council reviewed the District HR Policy on Commencement participation and it only says faculty but does not mention full or part-time.

Patton explained this is a District HR procedure for Academic Personnel and would have to go through DGC to make any changes. She suggested Classified could pursue a separate procedure.

Council discussed the motion and if they should hold off voting until they have addressed the issue of part-time faculty at graduation.

Freytag questioned if there would be compensation issues for part-time faculty and should the union be involved?

Dildine moved to table the motion until the next Council meeting in two weeks. Motion seconded. Question was called. All in favor. Approved. Motion tabled.

6. TASK FORCE ON HEOA GUIDELINES FOR TEXTBOOK NOTIFICATIONS

Mikolavich reviewed for Council a motion on the floor to form a task force to address new guidelines that state textbook information must be available for students at the time they register for classes.

Machalinski asked if there is any flexibility. She gave the example of a last minute switch to a different instructor. Gerken said he recalled hearing that there will be some discretion for particular situations.

Machalinski clarified the rule goes into effect as of July 1. Students who register before that date will not fall under the new guidelines.

Thomas asked about supplemental or recommended texts. Lamb responded there might be some flexibility for those.

Orta asked if other materials that may be required for a class fall under the guidelines such as tickets to a play.

Lamb clarified that we can only require students to purchase materials if it is something they can take with them.

The question was called to approve the formation of a Task force to address HEOA guidelines for textbook notifications to students. All in favor. Approved.

7. COLLEGE CATALOG

This item was postponed.

8. FACULTY DEVELOPMENT

Orta told Council she would like to discuss Flex activities. She said there used to be a Staff Development Coordinator and a Flex Coordinator who would focus on planning flex activities for faculty. She said Flex has recently been focused more on all college activities and she wants faculty to take it back. She suggested the Faculty Development Committee could be the body to help with direction. She told Council she is reviewing the committee charge in part to include Flex planning.

Orta explained each division has a list of approved variable Flex activities and there are some state guidelines but there is a lot of flexibility within them. These activities can be done throughout the semester outside of Flex days. She said however, that some of the lists are old and need to be reviewed and possibly updated. She said they are available on the "U" drive.

Orta then explained the number of optional Flex days were cut a few years ago which leaves less time for workshops. Also, several of those days over the last few Flex's have been taken up with all college activities. Orta reviewed for Council the proposed revised charge of the Faculty Development Committee. She said historically the Staff Development Coordinator is a faculty member and works with the committee. She explained the committee receives funds according to a formula for Staff Development funds.

Freytag said the proposed charge needs a little word-smithing to clarify and make it more specific. He pointed out the third bullet reads "To review all applications for funds and approve all proposals" which makes it sound like they approve everything that is submitted.

Godinez asked if money is available to divisions for activities. Orta explained there are provisions for Special Projects but it is up to the committee how the money is allocated.

Churchill asked about the limitations on how many hours of variable flex can be used to fulfill obligations. Orta said we no longer have those particular restrictions.

Orta asked Council for their thoughts on the all college days.

Mikolavich said they are good community building activities but they are a little heavy handed. He said they should be collaborative, having greater faculty input.

Opsata said they are good for meeting other people but they seem to be team building, not really productive.

Freytag said people were coming thinking things would get done and although there is a lot of talking, people don't necessarily feel heard.

Machalinski is concerned that the "dots" placed on lists during these activities are the voice of faculty. She asked who sets the program.

DeLoach said the Integration Council agrees the "dots" are not the voice of faculty.

Mikolavich added that the Integration Council felt the data gathered at the all-college activity "Back to the Future, Part 2, was unscientific and did not know what value to give to it.

Orta said she is also concerned there have not been many teaching and learning flex workshops but have been taken over by accreditation related workshops such as on SLOs.

Machalinski moved to approve the Faculty Development Committee charge as developed February 23, 2010 with revisions as discussed. The question was called. All in favor. Approved.

9. VICE-PRESIDENT OF INSTRUCTION

A. Lamb informed Council there will be a reduction in the number of catalogues in hard copy available. She said there will be hard copies distributed to key areas on campus and to let her know if you know of an area that needs them. She explained students can order them online when they register.

B. Lamb distributed to Council an Instructional SLO Summary and said it is available on the "U" drive. She reminded Council that accreditation says we have to be at the proficiency level by 2012. She told Council Mario Tejada is being trained as an accrediting team member and he was told we have to be on the sustainable continuous quality improvement by 2012. She will get clarification on which level we need to achieve.

C. Lamb said she still would like a body to look at guidelines for growing and reducing schedules but acknowledged there are a lot of other things going on right now and it did not seem faculty were supportive for forming the group now.

10. PROGRAM REVIEW AND VALIDATION PROCESS

Lamb announced 100% of Instructional Program Reviews and Validations came in on time!! She said she will bring all the comments and evaluations from validation team members to the next Senate meeting. She said she would like discussions on prioritization of the parts of the validation process that need changing. She also asked faculty to send any specific data issues to Lema.

11. FACULTY SENATE PRESIDENT'S REPORT

A. Mikolavich explained Chancellor Benjamin wants the district to apply as a whole for the American Graduation Initiative. He said Lema wants to start developing ideas for the grant work soon. Freytag said there is no incentive for DVC if we apply as a district. Lamb explained the colleges can do their own projects even if the district applies as a whole. Dildine cautioned about coming up with ideas for grants before we have the guidelines. Council reviewed the FAQ sheet on AGI and agreed they need more information before developing ideas. Mikolavich reminded Council Patton sent the link to the AGI website where they can get more details.

B. Mikolavich announced the ASCCC Accreditation Institute is March 19-20, 2010, and the registration deadline is this Friday February 26th. If anyone is interested in going contact the Faculty Senate Office right away.

C. Mikolavich updated Council on the Accreditation Steering Committee made up of the co-chairs of Accreditation work groups 1, 2, and 3. He said they are looking at where the gaps are and where there are duplications of efforts in terms of accreditation work and will make sure it all gets done.

D. The question was called to approve the Facilities Committee with the revisions made at College Council. Council reviewed the changes and agreed the changes they recommended were addressed. All in favor. Approved.

12. BUDGET

Mikolavich informed Council he and Sue Handy, co-chairs of the Integration Council, met with the co-chairs of the Budget Committee, Ray Goralka and Chris Leivas, plus President Walters and Ted Wieden. They discussed the connection between the Integration Council and the Budget Committee. He said the Integration Council has asked if its role is to prioritize for funding do they also prioritize for cuts in lean times. This group worked on the roles of the College President, the College Council, the Integration Council and the Budget Committee concerning budget cuts. He said it is a complex discussion because cuts are happening now. He said there is a question on how the Integration Council will be connected to the budget in the long term process as we phase in the new model. He explained the co-chair group is writing up the process for how decisions will be made in terms of the budget and budget cuts. He said he made it clear to the group the college needs to clearly communicate the rational process it is following in terms of how and what is being cut. The process must be as much transparent as possible.

Freytag asked what is the role of the Faculty Senate. Mikolavich said he shared with the co-chair group the budget priority list he compiled including Senate Council input. The co-chair group said it will have some influence on the process but Mikolavich said what that influence will be is not clear.

Machalinski said we need a clear list of who will be making the variety decisions. She also asked if there is any talk about how the college is going to interact with the district on the budget. Who is going to fight for the college?

Freytag asked what we are doing about hiring. Mikolavich said a meeting is being scheduled with the President to discuss hiring. He reminded Council with \$4.2 million to be cut, we don't know how many of the retirees we will be able to replace.

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*