



**FACULTY SENATE COUNCIL MEETING  
FEBRUARY 8, 2011  
APPROVED**

**PRESENT:** Laurie Lema (President), Keith Mikolavich (Vice President), Marva DeLoach (Library), Rick Godinez (San Ramon Campus), Becky Opsata (Applied and Fine Arts), Katrina Keating (Math/Computer Science), Tom Barber (English), Steve Ward (Physical Education, Athletics and Dance), Peter Churchill (Business Education), Becky Opsata (Applied and Fine Arts), Buzz Holt (Social Sciences), Craig Gerken (Physical Science/Engineering), Catherine Machalinski (Biology and Health sciences), Nicole Hess-Diestler (Representative-at-Large), Lisa Orta (Faculty Development Coordinator), Doug Dildine (Part-time Faculty Representative), Len Grzanka (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

**ABSENT:** Raine Dougan (Counseling), ASDVC Representative (TBD)

**GUESTS:** Beth McBrien, Bruce Cook, Michele Krup, Tish Young, Deborah Phelps, Stu Winchester, Obed Vazquez, Mohammed Eisa, Ted Wieden, Peter Garcia, Despina Prapavessi, Sayyed Khandani, Deborah Shanks, Mohammad Panahandeh

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

**1. APPROVAL OF THE FEBRUARY 8, 2011 AGENDA AND THE MINUTES OF FEBRUARY 1, 2011.**

**It was MSC to approve the agenda of February 8, 2011 as amended to allow for an extended meeting to accommodate the discussion on cutting the course schedule. All in favor. Approved.**

**It was MSC to approve the minutes of February 1, 2011 with corrections. All in favor. Approved.**

**2. PUBLIC COMMENT**

Deborah Phelps, Engineering Department Chair said the college administration has decided to eliminate the engineering transfer program from the schedule. Every course in the program was cut. They were shocked because the Engineering program has been at this college since the beginning, and it is a strong program, rated number one among the California community colleges. Information that comes out of every government office says we are not training enough engineers and we need at least 60,000 new engineers in the field every year.

Stu Winchester, Horticulture Instructor said they are being told to cut classes that students need to complete their certificate programs. They were cut during the last budget crises and now they are being cut by 50%. All of their classes are part of their certificate programs. And now with these cuts they are below the number to survive as a program.

Michele Krup, Art Department Chair, said the cuts will eliminate the entire photography and printmaking programs and many others will be impacted. All of their courses are part of a degree or certificate program.

Beth McBrien, Performing Arts Department Chair, thanked the Senate for addressing the cuts. She said if Drama takes the cuts they are being told to take, they will cease to function as part of the Applied and Fine Arts Division. They have both academic and vocational programs and these programs generate revenue for the college.

Bruce Cook, Music Department Chair, said their programs will be greatly impacted. Their Music Industry certificate, one of the few programs that has been supported by the state will no longer be viable because of the loss

of three elective courses. Also their AA degree that was just approved last fall by the state, was somehow left out of the data our administration used, so on the list they used, the column showing if they had degrees was not checked.

### 3. COUNCIL COMMENT

Ward said PE is being hit hard after a 4% cut last year and 6% last fall. He said in his division it's about productivity. He explained if they have a class that has a low max because of facilities or some other legitimate reason, they could have a 100% fill rate but have low productivity numbers because of their size. He said also if zero repeatability is implemented, which he believes is already a done deal, many of their faculty will have to be retrained to teach other types of athletic courses than the areas in which they have been trained.

Godinez said he was on the workgroup that met the previous Friday and they accomplished a lot of good work. However, he said we have to be flexible as we move forward. He explained even if your area was not impacted, the proposed 3% across-the-board cut is causing contention between departments and divisions and he would like to see the spirit of collegiality and cooperation that was demonstrated in the workgroup meeting.

Ward added that the repeatability issue affects music and the arts too. If zero repeatability is implemented and applied to fall semester after it has begun, we would have to reimburse the state for that FTES. But, the Instruction Office is claiming it would cost the school a half million dollars but, he does not feel they have any data to back that up. He said every one of the 1700 students in PE classes would have to repeat a class for it to add up to a half million dollars. He wants to see data that show how many students actually repeat classes.

Hess-Diestler said she knows of programs at sister colleges that have been demolished and cut. She said they had processes in place that included criteria such as having completed Title 5 rewrites, SLOs, etc. But she said it does not feel right that programs are cut due to human error. Not having completed those criteria does not necessarily mean a program is not valuable. She said we should be more concerned with meeting students needs even if a department has people that did not do what they were supposed to do. She wants this to be part of the conversations.

### 4. ANNOUNCEMENTS

Hess-Diestler announced this is the last weekend for the DVC Drama production of *A Comedy of Errors*. She encouraged people to come and support the drama program. She said there are performances Friday and Saturday evenings and a matinee on Sunday.

Ward announced the DVC Athletic Hall of Fame banquet is in two weeks and Chris O'Donnell of KPIX Sports will be the guest speaker. He said O'Donnell is a former student of retired speech faculty Paul Phalen.

Krup said the DVC Art Gallery is opening a show of the DVC permanent art collection. She encouraged people to stop by and view the collection.

### 5. APPOINTMENTS

#### **Instructional Program Review Task Force** (contingent on approval of the IPR Task Force)

Claudia Hein  
Rick Gelinas  
Bruce Cook  
Rick Godinez

#### **Institutional Effectiveness**

(2) Vacancies

Council agreed to postpone the vote on the IPR Task Force members until they vote on the formation of the IPR Task Force later in the meeting.

## 6. CATALOG LANGUAGE ON GE

It was clarified during the approval of the agenda for this meeting that the changes to the catalog language are not related to SB 1440 but GE information in relation to IGETC.

Obed Vazquez said the Curriculum Committee is looking at parts of the catalog related to their work and updating the language to reflect what we are actually doing. The section he is referring to was voted on several years ago by faculty so that is why he is bringing the proposed changes to the Faculty Senate. He said much of the language was developed before we went to the IGETC and CSU pattern for our GE. One of the areas that needs the language updated is Social Science. He explained in the new language they were a little more general in the descriptions of the disciplines instead of listing each of them and also in some of the areas the disciplines emphasize. The Curriculum Committee has voted on this language.

Ward asked if the disciplines in Social Science have looked at it. Vazquez said they have representatives on the Curriculum Committee and they approved it.

Holt said it sounds like there will be more of these changes and asked if every change needs to come to Senate. He said we should trust the committee to do what they are charged with doing.

Vazquez said they should all come to the Senate because the philosophy statements for each area were approved by faculty, so they should approve changes. Holt said he still questions why we need to approve every one of these minor changes. Freytag said he will discuss it at the next agenda meeting for possible discussion at a future meeting.

**Ward moved to approve the proposed language for the catalog section Social Science in GE. Gerken seconded. All in favor. Approved.**

## 7. DISTRICT CURRICULUM AND INSTRUCTION PROCEDURE 4002 STUDENT TRIPS

Ward said his only concern with the proposed procedure on Student Trips is the procedure refers to tournaments which could be interpreted to not include individual games. He suggested changing the wording to athletic competitions.

**Keating moved to approve the proposed District procedure on Student Trips with the recommended change. The motion was seconded. All in favor. Approved.**

## 8. PROGRAM REVIEW

Freytag explained a Task Force to Review the Program Review Process is being proposed to address issues that came up in the last round of Program Reviews.

Council reviewed the proposed charge and membership for said Task Force.

Machalinski said some of the issues that arose had to do with the validation step and asked if it is assumed the Task Force will look at that as part of Program Review or if it should also be mentioned in the charge.

Keating said she supports adding validation as part of the charge and suggested the Task Force could have a sub-group to address that.

Machalinski said there does not need to be a sub-group and suggested validation be added as a fourth targeted area in the charge.

Council agreed to add wording to include validation. The recommended wording is as follows:

To review and recommend improvements in the Instructional Program Review and validation process including but not limited to data accuracy and use, content and forms, and technology use.

Council discussed the proposed membership of the Task Force and agreed to the proposed minimum of 2 faculty per topic and administrators as listed.

**Keating moved to approve the proposed charge and membership for the IPR Task Force with the recommended changes. There was one abstention. Motion approved.**

**It was MSC to approve the proposed appointments for the Program Review Task Force as listed in item 5. All in favor. Approved.**

## **9. UNIFORM EMPLOYMENT SELECTION GUIDE HR PROCEDURE 1010.02**

Grzanka commented he had asked previously about veterans preference in hiring and told there is no such thing in this district. However, he said this document states Vietnam veterans are protected. He asked why it mentions only Vietnam veterans. Freytag said he will bring his question to Lema to find out the reasoning.

Keating reviewed for Council several concerns she has in the document.

Keating said on page 9, part J, the new insert refers to the EEO Officer ensuring that EEO policies are based on District policy. Keating asked where is said policy. She said the policy number should be named here (or at least instructions as to where it's found) so that we can actually see what the policy is, and what actions can/will be taken, and how. Patton responded that the policy has not yet been approved.

Keating also questioned the very last sentence above part D on page 17, it states "a casual relationship ... does not automatically disqualify a person from serving on a hiring committee". She asked who makes this decision, and when and how a disqualification occurs. She said there should be more transparency about the decision process.

Keating said in the Faculty Appendix A, Box 1 it states "Each Fall, programs... shall examine their most recent annual program review data..." Keating asked why just annual program reviews? She said what if an area just completed a cumulative program review the year before? She suggested annual be struck, and leave it as "the most recent program review", which then will ensure the most recent and accurate data is being considered.

Keating said in Box 2 her division has grave concerns about the changes to the Box 2a hiring.

Another concern Keating has is the document says that the College President will reach joint agreement with the prioritizing committee on the list, but the president has final say as to how many new and replacement faculty are hired. This used to be the job of the district Box 2a committee, a joint committee of managers and faculty. Now it's just one person. She said if the district is going to remove the decision-making process from the district level, then there needs to be the addition of the same kind of oversight at the college level. She added that there's a committee that ranks hires, but there needs to be a committee deciding how many hires. She said this is very concerning because there's no uniform nor transparent hiring practices at the college level.

Keating commented that all the "teeth" to Box 2a decisions have been removed. She said her understanding is the hiring decisions are left solely with the college presidents, after consultation of the college Prioritizing Committee, while the district FT hiring "discussions" (Box 2a) simply discuss if there need to be any "adjustments". And, six managers were added to the committee, resulting in it being comprised of the chancellor, nine managers, and four faculty. She asked what happens after this group discusses "whether adjustments need to be made to meet District obligations." And if adjustments need to be made, what happens then, and how will it happen?

Lema said this document will be discussed at several DGC meetings.

Gerken asked if there is a way to ensure the Box 2a timelines will be adhered to. Lema responded that there needs to be some flexibility so the process can continue.

## **10. COURSE SCHEDULE**

Lema said many faculty are concerned with the recommended cuts to the Fall 2011 schedule and their impact on programs. She said faculty understands that curriculum and programs are a "rely primarily" 10+1 item, and that administration has the right of final schedule decisions.

Lema said as a result of discussions at the last Senate meeting she sent an email to faculty advising them to wait until after today's Senate meeting to begin their discussions about the Fall 2011 schedule. She explained she assembled a work group on the previous Friday. The work group included Senate Council members and additional faculty. The work group met to discuss the proposed schedule cuts to targeted disciplines and to make recommendations to the administration about Fall 2011 schedule cut. She said approximately 17 faculty met on Friday for the discussion and continued to worked through the weekend on a resolution.

Mikolavich said in addition to the work group, the Integration Council met to discuss the schedule cuts. He explained we are trying to use the new governance structure side-by-side with the Senate to have widespread dialogue. He said the IC is using Program Reviews, expertise, and planning documents to provide an auditing function for the list of recommended cuts.

Lema introduced the proposed resolution developed by the work group. She reviewed the whereases with Council.

*Whereas* the first draft of the proposed schedule contains cuts that threaten the viability of certain programs and the mission and identity of the college; and

*Whereas* the proposed cuts could result in the discontinuance of certain programs without the extensive review mandated by the Program Discontinuance Policy; and

*Whereas* the departments have the expertise and experience necessary to determine the most appropriate courses to cut with respect to the integrity of programs and students; and

*Whereas* the proposed cuts were concentrated in areas that would disproportionately affect students pursuing particular vocational or creative arts programs; and

*Whereas* the disproportionate nature of the proposed cuts have not been mandated by the State or the District; and

*Whereas* the study of the creative arts is an integral part of a liberal arts education; and

*Whereas* the proposed cuts could lengthen the time necessary for certain students to attain their degrees or certificates; and

*Whereas* the proposed cuts threaten DVC's long and proud history of providing a breadth of offerings for transfer, A.A. degree, vocational and basic skills students; and

*Whereas* the proposed schedule was created without consultation with the DVC Faculty Senate or any governance body; and

*Whereas* the definition of "elective" courses was changed without consultation; and

*Whereas* dissemination of the schedule with courses eliminated and directions to department chairs to begin the scheduling process complicates the agreement between faculty and administration to further discuss the cuts; and

*Whereas* the Senate has the right to collegial consultation and right of primary reliance on matters of curriculum according to Title 5, 53200(c) and DVC Procedure 1009.01, Board Policy 1009, it is necessary that the administration in collegial consultation with the Senate re-examine these recommendations; and

*Whereas* the DVC Faculty Senate recognizes the need to make a 6.2% cut in FTEF in the 2011-2012 schedule while maintaining productivity and reaching cap.

Before moving to the resolves, Lema asked the various department members in attendance to briefly share the impacts of the cuts on their areas.

Deborah Phelps said the entire Engineering transfer program is completely eliminated in the recommended cuts. She reminded Council the government says we need more engineers yet we are cutting the number one program in the California Community Colleges, and it has a high rate of transfer. She said the priorities are that we need to maintain our basic skills, transfer, and CTE programs, yet here is a transfer program that was cut. She said her department is entering into dialogue with administrators about this but the college needs to work together instead of each department having their conversations with administration in isolation from each other.

Seyyed Khandani, Engineering instructor, said they transfer students to CSU and UC, and each of those campuses have 18-20 areas of study within their engineering majors. He said each campus and program has a different set of requirements. He said according to our college's data, they have a transfer rate of 110%. In addition, they have more than 10% of the international students in their programs and they bring a lot of money to the college. He said they were recommended for major cuts because they are just a transfer program and do not have degrees so they lost a checkmark in the deciding criteria.

Mohammed Panahandeh, Engineering instructor, said their department received information from UC Berkeley that there are 51 former DVC students in their engineering programs, the most from all the California Community Colleges by far. He said we should look at offering the courses needed for transfer maybe every other semester or some other frequency pattern that allows students to complete those requirements.

Krup said the Art Department does have a degree and yet 25% of their courses were cut. She said they are number five in the college for transfer rates to CSU. She said they will lose the whole photography and printmaking programs and they are part of their degree programs. In addition, one of their degrees is not listed in the data that was used to create the list of schedule cuts.

Debora Shanks, part-time instructor and Union Representative said too many districts are running scared of their CFOs. She is concerned we will overly cut and not be able to come back. She said we need to look at how much is being cut in administration. She said there are a lot of back room deals going on at the state level that will probably result in more funding coming to us.

Joanne Denning, Digital Media Program Lead said many of their students are also in the art classes that are being cut and in addition, all their photography classes were cut so there will be no photography classes, digital and analog, at the college. She said many of their classes being cut are new courses and they are UC transferable, and they are part of two degrees they are currently developing.

McBrien said the information received from the Research Office today said if we are supposed to protect basic skills, transfer and CTE, the criteria list should be accurate according to the data received. She said if they take the first draft of recommended cuts, they would not be able to fill their production courses, and their technical theater CTE program would have nothing to do if there are no productions. She said we have to factor in the data and make sure we are serving the students. She said she realizes the cuts have to come from somewhere but gouging areas based on incomplete data does not serve students.

Cook said music technology and music industry studies certificates will be greatly impacted by the cuts. And their AA degree which was approved last year was not indicated on the data they received as having been approved by the state. The state has suggested to them they should now begin adding classes to that degree but that was not included in the first draft of the college data either. He said they are surprised at what is happening in other areas. They had no idea what was happening to engineering and we need to follow the process being proposed today to open up awareness campus-wide.

Khandani said there will be a snowball effect due to the engineering cuts. He said engineering has a lot of math and science requirements which will impact enrollment in many of those courses.

McBrien said she knows productivity is a factor and we are not in an economic climate where pedagogy can be the main factor, but there are other areas on campus we can take cuts. She said that drama can factor in a variety of issues when selecting productions including cast size and cost of show. She said Drama is discussing ways to address productivity cost savings and pedagogy.

Hess-Diestler commented that when the rules change or we evolve there needs to be a heads up that change is coming. She said we owe it to the programs to allow them to evolve and not expect them to have to change so suddenly. She said if given the opportunity to change and evolve, the programs could work to change their numbers and avoid some of the cuts.

Tish Young said she understands the administration is trying to approach this systematically according to data but she wishes the faculty had been brought into the discussion at the beginning instead of having to react to the recommended cuts seemingly after the fact. She said she is confused about the lack of the shared governance aspect of the process. She asked what do we do about the students and how they will be impacted. She said right now we need to look at the short term solutions, and then have thorough discussions on how we will move forward.

Grzanka commented that most of the instructors who will lose their jobs are part-timers and they are less costly to employ. He asked when we rebound, how are we going to bring them back? He said it will cost us to have to go through the hiring process for each of them.

Shanks said we need to redefine productivity. She said some classes hold 24 and we have 18 and they are cancelled, and then we have 20 students in a class of 45 and it stays because it is over the above minimum for cutting classes.

Winchester said horticulture was cut 50% and this was after receiving cuts several years ago that they have been operating under since, so their numbers looked low. But, they transfer people directly to the workforce and the data does not track that. He said they have been under the radar for a long time trying to make a program with no budget. He added that we need to look at why programs numbers are low or they don't have certain things checked off on the criteria list. He said it is important to call for a reexamination of our education system and in those conversations we need to have more community and collegiality.

Lema then reviewed with Council the resolves and the principles for making decisions on schedule cuts. Be It Resolved that the DVC Faculty Senate urges all departments to agree to use the attached guidelines to make a 3% cut to the Fall 2011 and a 3% to the Spring 2012 (equal to approximately 50% cut in Fall semester and 50% cut in Spring semester) schedules in a unified effort to preserve the integrity of programs targeted by the proposed administrative cuts; and

Be It Also Resolved that the DVC Faculty Senate insist that the administration not make such severe cuts to a program as to threaten its future viability; and

Be It Also Resolved that the DVC Faculty Senate urge the DVC administration to rely on the departments to identify the most appropriate course sections to cut; and

Be It Also Resolved that the FTEF for any courses eliminated to meet the current immediate budget threat be returned to the departments for inclusion in the fall schedule if the cuts are not deemed necessary; and

Be It Also Resolved that, DVC Faculty Senate recommends that if cuts turn out to be less deep, or if they come as a per-FTEF rather than a workload reduction, the courses cut through the process would be the first ones restored, and said restoration would be given back to the department from whence they came; and

Be it Also Resolved that DVC Faculty Senate advocate departments begin the scheduling process with a first draft that has no courses cuts to their schedule as their starting point to meet the current budget cuts; and

Be It Also Resolved that the DVC Faculty Senate insist that the DVC administration respect the established governance process outlined in the District Program Discontinuance Policy to pursue the discontinuance of any program in lieu of discontinuance by course cancellation; and

Be It Also Resolved that the DVC Faculty Senate insist that administration adhere to the established definition of core courses as those which include any set of courses which satisfy a core competency and that such courses not be coded as electives; and

Be It Further Resolved that the DVC Faculty Senate urge the administration and all departments to recognize that productivity should not be the only criteria by which courses are preserved or cut; and

Be It Finally Resolved that the DVC Faculty Senate Council create a Scheduling Task Force to begin work immediately after the departments submit their schedules and to meet with representatives of the administration to determine the final round of cuts necessary to reach the goal of 6.2% FTEF reduction for the 2011-2012 schedule (Summer 2011, Fall 2011, Spring 2012) using the program review process for guidance as well as the Principles for Departments, said task force is to be comprised of the faculty representatives on the Integration Council, a United Faculty rep and a number of academic managers to be determined through collegial consultation with the administration.

### **PRINCIPLES FOR DEPARTMENTS TO FOLLOW WHEN CUTTING THEIR FALL AND SPRING SCHEDULES**

The DVC Faculty Senate urges departments to use the following principles as guidelines while cutting 3% FTEF from Fall and 3% FTEF from Spring schedules:

- To the extent possible, preserve the breadth of offerings in degree, transfer, vocational and basic skills programs.
- Maintain the breadth by staggering offerings of certain electives.
- Maintain access to established pathways to degrees, certificates and transfer preparation.
- Take care not to lengthen the time necessary for students to complete their degrees, certificate or transfer preparation.
- Take care not to disproportionately affect any particular student population.
- Recognize that productivity should not be the only criteria for which courses are preserved or cut.
- Programs may not be eliminated without the thorough review required by the Program Discontinuance Policy.

- Cuts may not threaten the viability of programs and should respect the integrity of all programs.
- Communicate during the scheduling period with Faculty Senate representative regarding additional recommended cuts (if necessary to achieve the overall 6.2% reduction).
- Be aware that the Faculty Senate is recommending that all load cut from department schedules shall be returned to the departments for inclusion in the Fall 2011 schedule.\*

\*Departments start from the original Fall 2010 schedule spreadsheets (without deletions) when deciding on their 3% cuts.

\*If budget cuts aren't as severe as anticipated or if there isn't a workload reduction, all load cuts should be returned proportionally to the departments.

Machalinski commented 3% across the board cuts along with the IC looking at the rest of the cuts is a compromise position. She shared with Council that Rick Gelinas does not think across the board is the way to go. She said he feels if we want to move the college forward, the IC should do it all. Machalinski asked if everyone takes the 3% cut could the IC group restore any to some areas. Lema responded that is not part of the resolution that the Council is voting on.

Young commented that we don't have the luxury of time and taking the 3% first would take some of the pressure off of some targeted cut programs to be cut. And then as soon as all the cuts are decided, we need to have the discussion on the longer term decisions so we can plan, redesign, or do whatever we do to our college to preserve what we believe to be our assets. She said people come here because they feel we are a well rounded institution. If we get rid of many of those things that round out our college, we could lose many students to other colleges that have preserved their liberal arts and other programs that are not deemed core. Lema added the Faculty Senate needs to take the lead in the broader conversation.

Prapavessi said in the math program would still be basically the same with the 3% cuts but they have bulging classrooms already. Cutting 3% in math would affect the time it takes to transfer. She said we need a long term vision for these cuts. She added that we could end up losing international students if they cannot continue their degree patterns.

**Holt moved to endorse the resolution on a process for schedule cuts. Barber seconded the motion.**

Peter Garcia cautioned Council the assumptions that got us into this problem are not addressed in this resolution. He said there is a lot of good thinking that went into this but there is still some denial. He said we need to look together at how are we going to deal with the elevator ride the state put us on.

**The question was called to vote on the motion. There were 2 abstentions. The motion was approved.**

## **11. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*

