



**FACULTY SENATE COUNCIL MEETING  
MARCH 29, 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), Ray Gilmore (Business Education), Becky Opsata (Applied and Fine Arts), Raine Dougan (Counseling), Buzz Holt (Social Sciences), Craig Gerken (Physical Science/Engineering), Lisa Orta (Faculty Development Coordinator), Catherine Machalinski (Biology and Health sciences), Nicole Hess-Diestler (Representative-at-Large), Doug Dildine (Part-time Faculty Representative), Len Grzanka (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

**ABSENT:** ASDVC Representative (TBD)

**GUESTS:** Barbara Hewitt, Susan Lamb, Bruce Cook, Beth McBrien, Jenny Freidenreich, Michele Krup, Tish Young, Bill Oye, Ray Goralka

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

**221. APPROVAL OF THE MARCH 29, 2011 AGENDA AND THE MINUTES OF MARCH 8, 2011.**

**It was MSC to approve the revised agenda of March 22, 2011. All in favor. Approved.**

**It was MSC to approve the minutes of March 8, 2011 with corrections. All in favor. Approved.**

**2. PUBLIC COMMENT**

None.

**3. COUNCIL COMMENT**

A. Hess-Diestler thanked the Faculty Senate for coordinating and sponsoring the Dinner Theater on opening night of Alice in Wonderland.

B. Hess-Diestler said she is working with the city of Pleasant Hill and they have started a cable access channel. She said she will be doing some monthly shows. In addition, they will be filming the DVC drama productions. She has informed the Music Department so they could broadcast their performances. She said there are other programs and areas of the college that could use this medium for exposure. Their debut date is May 1<sup>st</sup> and they will be scheduling 56 hours of air time per week.

C. Orta commented that the Senate Council needs to develop protocols for presenting proposals to the Senate.

D. Ward commented that his division recognizes that the Governing Board was mandated from the State to make changes for transfer patterns, but why, given that Physical Education and Health and Multi-Cultural studies are GE classes at CSUs, and are transferable, are these classes now eliminated from any option of a GE pattern? He asked, wasn't this supposed to be a campus discussion about this next semester? Isn't curriculum a faculty issue? He said our own school's Curriculum Committee didn't know about it until after the fact! He hopes, regardless of divisions' own agendas, they agree there was nothing collegial about this decision by the Governing Board. He said this isn't supposed to take effect until Fall 2012 so there is still time to get the Board to rescind this decision.

E. Machalinski said on the new form for Faculty evaluations when it asks about fulfilling their professional responsibilities, should the dean be approached on every one. She asked if it should be more automatic than that. Keating, a UF representative, responded that faculty should not go out of their way to answer those questions. She said she would be happy to discuss this and other negotiated items outside of the Senate meeting.

#### **4. ANNOUNCEMENTS**

A. Opsata announced on March 31 speech instructor Patrick Moe will accompany two DVC speech students to the National Individual Events Tournament in Nebraska. This is a very prestigious event and the first time DVC students have qualified for the event.

B. Opsata announced the DVC speech team will have their Annual Speech Night event on April 14 at 7pm. Included will be a public debate as part of the Whistling Vivaldi project on the need for curriculum changes in basic skills at DVC.

C. Orta announced the Staff Development workshop on email storage for PCs is being presented for a second time on March 31, from 3-4pm.

F. Orta announced the Advanced Directing Brown Bags will be on Thursday night from 7-10 pm and they will be doing one act plays in relation to the Whistling Vivaldi project.

G. Orta announced the movie "Crash" will be screened tomorrow, March 30 from 3-4 pm in the BFL CCR.

H. Lema said she received a wide variety of responses to her email survey on whether or not we should continue printing paper class schedules or just have them online. Several Council members responded and made suggestions. Feedback included that not all students are comfortable with or have access to computers; a printed schedule is a form of advertising, concern about access for DSS students, and to print a limited number of paper schedules to be available upon request.

I. Lema announced the Dinner Theater event the previous Friday had 77 attendees. This is the most attendees in many years. She thanked Ann Patton, Chef Brian, and the Horticulture Department for their contributions. She added that the drama production of Alice in Wonderland was very well done.

J. Lema announced the Faculty Lecturer, David Vela is scheduled on April 6 from 12:30-1:30 and again on April 7 at 7 pm with a reception following the evening lecture. Both events take place in the Trophy Room.

K. Lema informed Council several issues that have been brought up in Council Comment are being addressed. The issues about student emails are being followed up on by management. Regarding Part-time faculty participation in graduation, she said she is not sure how the word is supposed to get out to part-time faculty, and it is actually past the deadline but, she contacted Sue Rohlicek and was told exceptions could be made to include part-time faculty. Part-time names need to get to Sue Rohlicek ASAP.

L. Lema told Council if any council members are not returning next year, they should notify their divisions and have their elections in the spring before they leave. If they wait until fall, their new representatives will miss the training and may not be represented at the first few meetings. She reminded Council representatives should be a tenured faculty member as stated in the FSC bylaws.

M. Lema told Council to be sure to read the email from Chancellor Benjamin Memo on the budget and encouraged them and all faculty to attend one of the budget workshops that have been scheduled. At DVC it is scheduled on April 13 from 3-4:30 in the Trophy Room.

#### **5. APPOINTMENTS**

None.

## **6. FACULTY DEVELOPMENT REPORT**

Orta explained she is the Staff Development Coordinator as well as the Nexus Coordinator. As Staff Development Coordinator she coordinates Flex and Faculty Development. She said there are Development Committees for managers, faculty, classified, and college-wide as well as a District-wide Staff Development Committee.

She reported the Management Development Committee is creating a Nexus type program for managers, and they are talking about having a series of seminars prior to Flex days. Classified have put together several health and wellness activities including the "Turkey Trot", Weight Watchers at Work, and they will be bringing in a motivational speaker.

Faculty Development has worked with the Reading Apprenticeship group, and they are now working on a Writing Across the Curriculum Institute. They also coordinated the Achievement Gap day during January Flex.

College-wide Development has been working on survey questions. And District-wide Development is also working on a survey. Orta reminded Council to encourage faculty to respond to the surveys.

Orta said people need to take advantage of the Staff Development Computer lab. She reminded Council Neal Skapura has regular drop-in hours as well as being available for appointments.

Orta told Council if areas on campus are doing any best practices activities to let her know and she will put it on the Staff Development calendar so Flex credit can be given. In addition they do workshop evaluations that can help improve such activities. She said also she has to validate our Flex activities with the state and the more the better.

Orta said there is a district-wide project to address the Achievement Gap that is separate from the Whistling Vivaldi project.

Orta said there were no new tenure faculty this year although we had two hired in the spring but their track does not start until the fall. So she has been offering them a sort of mini-Nexus program.

She told Council her term is up this year and it has not been determined if she will continue because the announcement has not gone out. However, she attended a conference recently and purchased a set of books on student engagement techniques that can be used next year.

Orta said the author of Whistling Vivaldi, Claude Steele, will be holding a video conference with DVC on April 22 in L 151. Because of limited space, the first round of invitations will go out to those that have been coming to the activities and then it will be opened up to the whole college. To attend, she is asking people to submit a question to be asked during the conference.

## **7. DISTANCE EDUCATION TASK FORCE**

Council looked at the original charge from 1998 and the proposed new charge. They also looked at proposed Distance Education Guidelines from the Accreditation Commission. Lema said she referred to this document when writing the proposed charge.

Lamb suggested a member of the Enrollment Management Committee should be on the Distance Education Task Force.

Machalinski said class maximum should not be listed in the proposed charge as that is a Union issue. She also suggested the Task Force should include one or two faculty that don't teach online to ensure they are aware of what is happening in online courses and to give their perspective.

Freytag said the proposed charge lists test taking security but there is a bigger issue of who is enrolled and doing the assignments.

Holt said he thinks the state is increasingly concerned with online security and at some point they may make us have exams on campus. Machalinski added that some colleges are now asking for online courses to be identified on transcripts.

Lema said this will come back for further discussion.

## **8. FREEDOM OF EXPRESSION POLICY**

Bill Oye said he has been working with the other colleges in the District to draft these changes to the District Student Services Procedure 3025 Freedom of Expression as they have noticed an increasing number of issues regarding free speech. He explained many people are under the impression a school is a public place and they have the right to have total freedom of expression on school grounds. He said schools are a special environment where we provide education and we can impose restrictions on what are called time, place, and manner so as not to

interfere with what we are supposed to do. He told Council there was a case in 2003 that prompted schools to write speech codes as to what could and could not be said but the Department of Education said that is not the direction to take. The district had such a code in its policy and part of these changes is to rectify that. He said we do need to provide some free speech areas and we can't be too restrictive but, we need to respect the main purpose of providing education services. He said we have many areas on campus that are known as limited public forums and whoever wants to use them has to register with him. He said although we can't limit the content of free speech we can limit certain behaviors such as blocking peoples paths when distributing things. He said the proposed procedure also includes a provision that says an employee can't be disciplined for standing up for a student's right to free expression.

Oye said we have a lot of issues with non-students using our free speech areas. We have to provide access with his approval but we have to make sure they don't interfere with the learning environment.

Oye explained this is a student services procedure even though it applies to employee. There has to be someone on each campus to regulate the use of free speech areas. Since he is a Student Services Manager and that falls under him it made sense to keep it a student services procedure.

Holt said it is a well written policy but he would like to see language different than "time, place and manner" as it has a negative connotation to many who participated in free speech activities in the 60s and 70s. Oye responded that is the language the Supreme Court uses.

Keating asked about consequences and where are they documented. Oye said non-employees can be excluded by police if they violate the procedure. Consequences for students are in the Student Code of Conduct and for employees the consequences are in policy.

## **9. COLLEGE COUNCIL REPORT**

Lema informed Council the Survey of College-wide Committees will be going out soon. She encouraged Council to complete it and encourage others also. Lema reviewed for Council the process last year for evaluating the results and recommending changes. She said the survey results came in at the end of the semester so over the summer a couple of people reviewed the results and presented recommended changes to the College Council in the fall. The College Council felt there should be more people involved in the process so they formed a Task Force to review the results and make recommendations. She said one issue that came up that needs to be resolved is whether the committee self evaluations or the college evaluations should be given more weight when making recommendations. She said this year the College Council had voted to establish a task force to review the results but after discussion they decided College Council will review the results. She said the Council will develop a matrix and rubric to look at the survey results, in particular the governance committees. She asked Council to forward her suggestions for what types of questions College Council should be asking when evaluating survey results.

Mikolavich said they should ask what impact has the committee had on schedule, budget or other issues the college has been addressing.

Lema said they will be looking at things such as are there too many or not enough committees, have we established expertise-based representation, what is sustainable (especially in light of staff reductions), and sustainability of college committee work.

## **10. INTEGRATION COUNCIL REPORT**

Mikolavich said the Integration Council has worked on a draft of a report on their rankings of requests in Program Reviews which they will be reviewing and discussing on Friday.

Mikolavich told Council the IC will need co-chairs next year as he and Sue Handy will be stepping down.

## **11. VICE PRESIDENT OF INSTRUCTION**

Lamb informed Council she had her identity stolen the previous week. She does not know yet if it is because of breach of Health Net records but she cautioned everyone to keep a close eye on their credit reports.

Lamb said she wants to make sure everyone is aware of the state budget situation and the potential impacts. She said there are still some people who are not aware of the scope of the budget issues.

Lamb said there is a Department Chair meeting this Friday and one item they will be discussing is establishing common GLs across campus. She explained in looking at Program Reviews they are trying to compare budgets but

the problem is there is not consistency in what is charged to various GLs. She said one area may charge something as supplies while another area charges the same thing to equipment.

Holt asked if something could be done about the zero balance budgets. He said areas are purchasing things at the end of the year just to use up their budgets. Ray Goralka said the Budget Committee has been discussing possibly maintaining a percentage of the budgets for rollover.

Lema asked where the funds go if we don't spend them. Lamb said it goes back into the college budget for redistribution. Lema commented that people should know that the money is not going to District redistribution.

Lamb explained the District has been planning for the middle of three scenarios for the budget but it looks more and more that we will be going to the third, and worst case scenario. She said what is now a \$5.2 million cut could become a \$10 million cut.

Keating said there are other things in the works besides the three scenarios so things could change.

## **12. SCHEDULING TASK FORCE**

Lema reviewed that Council received the Task Force recommendations at the last meeting and voted to forward the recommendations to the College President. She said now Council needs to determine if the Task Force should work with management on the next round of cuts for Spring 2012 or use a different process. She said if Council decides to use the Task Force, then there is an issue that not all the selected faculty on Integration Council participated. There were some faculty who were not IC members that attended on behalf of their divisions. She said after Council decides the process for Spring 2012 schedule reductions Council should also begin discussing the process for cutting schedules beyond next year.

DeLoach said since the faculty who did participate in the Task Force have become "experts" on the process they should continue to do the work.

Keating commented that some faculty in her division felt that while the task force was well intended, they thought the process pitted faculty against each other and it contributed to low morale.

Lema asked Council when commenting to clarify if they are reporting their own position, the position of a few members of their division or the position of their division.

McBrien responded to Keating's comment and said it is good to question the process but she thinks the Task Force found common ground. She said they looked at broad criteria and looked at things holistically and kept bias out of it. In addition everyone that came to the meetings was allowed to participate.

Freytag said he is surprised at Keating's comment because it contradicts what Council heard at the last meeting from the Task Force.

McBrien added that she was not there to represent her area and they were mainly concerned with student access and student demand.

Godinez said he agrees with McBrien's characterization of the Task Force. He also said he's not sure that task force members need to be from the IC but they do, need to have expertise from their experiences such as serving as department chair and other faculty leadership positions.

Gilmore commented that if the college receives funding based on numbers at census then classes with high maximums bring in more revenue, although classes with lower maximums may have better looking fill rates. He explained that taking the Revenue model into consideration is a college wide necessity. If the revenue model pays DVC based on the seat count at census, then that HAS to be part of the criteria. Of course, there need to be other considerations. But, if we don't include consideration of how we get the revenues we will be cutting out own future revenues. That will lead to even greater cuts in the future.

Mikolavich responded that the Task Force did look at productivity which is revenue but they have to balance what brings in money with our GE requirements and other criteria.

**DeLoach moved to have a task force on scheduling continue the conversation about the spring 2012 schedule in conjunction with management. Dildine seconded.**

Lamb said there is a very tight timeline of about four weeks.

Machalinski asked if there could be a friendly amendment to keep the same task force members but she would like to take this back to her division before a vote.

**DeLoach amended her motion moved to continue the task force with the current membership but also ensuring that each division has a representative that can be present at the meetings. Motion seconded.**

Lema commented that if Council supports the same Task Force doing the work we will have continuity. However they need to address the issue that some divisions did not have representatives. She said she thinks some of the negative comments came from areas that did not feel they were represented.

Gilmore asked that the Senate direct the Task Force to take another look at the criteria that was used and see if it was the right criteria.

Keating said the Senate needs to clearly outline the process for how the decisions are made so it is a transparent process. **At this time Keating moved to extend the meeting for 10 minutes. All in favor. Approved.**

Hess-Diestler said they need to find out if everyone wants to continue on the Task Force. And she suggested at their first meeting they debrief on the process and bring a written process back to the Senate for review.

**The question was called. All in favor. Approved.**

### **13. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*