



**FACULTY SENATE COUNCIL MEETING  
JANUARY 31, 2011  
APPROVED**

**PRESENT:** Laurie Lema (President), Beth McBrien (Vice President), Rick Godinez (San Ramon Campus), John Freytag (Corresponding Secretary), Milagros Ojermark (Applied and Fine Arts), Tom Barber (English), Marva DeLoach (Library), Theresa Flores-Lowry (Physical Education, Athletics and Dance), Buzz Holt (Social Sciences), Craig Gerken (Physical Science/Engineering), Peter Churchill (Business Education), Catherine Machalinski (Biology and Health Sciences), Lisa Orta (Faculty Development Coordinator), Nicole Hess-Diestler (Representative-at-Large),

Maria Dorado (Counseling), Ann Patton (Faculty Senate Administrative Secretary)

**ABSENT:** Katrina Keating (Math/CompSci), Doug Dildine (Part-time Faculty Representative)

**GUESTS:** Holland Tromblee, Susan Lamb, Despina Prapavessi, Emily Stone, Wayne Organ, Valerie Colber

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

**1. APPROVAL OF THE AGENDA OF JANUARY 31, 2012, AND THE MINUTES OF JANUARY 24, 2012.**

**It was MSC to approve the agenda of January 31, 2012. All in favor. Approved.**

**It was MSC to approve the minutes of January 24, 2011 with corrections. All in favor. Approved.**

**2. PUBLIC COMMENT**

Holland Tromblee the Marketing Director for Main Street Property Services, Inc. informed Council her company manages DVC Plaza, the shopping center across from DVC on Golf Club Rd. She told Council since the Safeway store is moving out, they have an opportunity to redevelop the shopping center. She said they are talking to the DVC community and surrounding areas and are asking people to email and write letters about what stores they would like in the center. She said they are looking for an anchor tenant such as Whole Foods, and other new businesses to update the shopping center.

Tromblee shared with Council a booklet of drawings of various concepts for the center. She told Council she will also be talking with the DVC Student Life Office, the HRM program and other DVC programs and areas that would have an interest in what types of stores go in the shopping center.

Tromblee distributed to Council some talking points people could use when discussing the project.

**3. COUNCIL COMMENT**

Barber said Police Services and the college have been responding well to the incident with the threatening emails to an instructor the previous week. He said there has been a police presence including plain clothes officers to help ensure the instructor's and the college's safety. Machalinski added that she checks her students ID at least once a semester for various reasons including knowing who is on campus.

**4. APPOINTMENTS**

**District Governance Council**

Donna Wapner

**Faculty Professional development Committee**

Donna Wapner

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

## **5. ANNOUNCEMENTS**

Orta announced she will be sending out an announcement about the availability of a DVD of Shawn Ginwright presentation during Flex. She is also scheduling a group viewing of the DVD in Staff Development and people can bring their lunch.

Lema introduced Wayne Organ, the Contra Costa College Academic Senate President as a guest at this meeting. She said Organ will be making a presentation later in the agenda.

Lema informed Council she spoke with President Garcia about building leadership in the college and as part of that, he agreed to send a few people to the State Academic Senate Accreditation Institute in February. Lema said the ASCCC is now presenting the institute in conjunction with the ACCJC. So far Julie Walters and John Freytag have agreed to attend.

Lema said Council may have seen the reports that Contra Costa College is being investigated for financial aid fraud. She said she had been informed about this before the media reports and said the district is following up appropriately.

Lema informed Council there was a report at the Governing Board meeting about International Education which focused on international students at the colleges. She said Peter Garcia commented in his report to the Board that part of our International Education program includes DVC students participating in the Study Abroad program. He made positive comments about the value of our Study Abroad program for DVC students.

## **6. EARLY ALERT SYSTEM**

Wayne Organ told Council he has been involved at the district level in several initiatives including Service Learning, and Addressing the Achievement Gap. He said he has realized many of these initiatives need to come from the bottom up. So, he is now spearheading an effort to develop an early warning system for students at risk of failing or dropping out. He said there had previously been some programs in place but they were not coordinated and they no longer exist. He explained he is talking with many groups at all three colleges to build momentum for his efforts. He said these efforts could contribute to narrowing the achievement gap. He realizes not all students will succeed but we need to help them where and when we can with things such as tutoring, help getting financial aid or even bus passes or help finding housing. He said this idea will take a few years to get going because there will need to be many discussions on what we can do, how to implement it, and how to coordinate it. He added that there is a monetary factor in that if we help students succeed; it helps our colleges' funding.

Organ said at this time he is asking for support to talk about his idea but not for what it will be. That will come out of the discussions between interested parties. Organ said these discussions can also help us talk about who we each are as a college in these times.

Freytag said he supports the idea and advised the administration be involved because they can shut down an effort if they are not part of the conversations. He asked if perhaps a District-wide committee be a three-college committee instead of a district committee.

Gerken asked what these efforts would look like. Organ said he does not know yet but one goal is to coordinate efforts so they are not operating in silos and in essence, create a web of services.

Lema said Council will come back to this discussion. She does not think Council is ready for a motion at this time. Organ said he will come back for further discussions.

## **7. STRATEGIC PLANNING (Appendix A)**

Prapavessi distributed to Council and reviewed with them a power-point printout of the rationale for developing a strategic plan and their proposal to bring in a consultant.

Machalinski said we now have the Scheduling Task Force and the Integration Council and thinks we could develop our strategic plan without outside help. She said this feels like a separate track from the one we have in place.

Prapavessi said she fears that faculty will think we are doing fine and don't need the expertise and will see it as an intrusion. She said they are looking for someone to help us pull out what is working well and guide us through a process of our design.

Hess-Diestler asked what the cost would be. Prapavessi said a meeting is scheduled later this week with Juan Lopez, the consultant, and they will know better what he is proposing. A figure they have talked about is \$10,000. There is meeting later this week and we will know what he is proposing. Lema said President Garcia has been involved and is supporting the process.

Stone said the IPC will come back with more specifics before moving forward on anything.

Freytag said he understands this could potentially help us but he is concerned that the perception that we will be paying someone to come in and tell us who we are and we have been critical of the district for doing the same thing. Prapavessi said she has those same concerns but feels the returns on this investment will be with DVC for many years.

Lema added that it won't just be on how to write a plan but also how to implement a plan which has been a problem for DVC in the past.

Barber asked if this is this is so much different than what the IC does.

Holt said he agrees with Freytag's comments about the perceptions of the college community. He said we have been doing planning for his 40 plus year career and you would think we would know how to do it by now so bringing someone in from the outside is a mistake.

Prapavessi put it in the perspective of what has been the cost of the committee members meeting several times a month to get something completed. She asked where 40 years of planning have gotten community colleges. She said planning is more of a vision than semester to semester decisions. In addition, this could help us get grants to help with our funding.

McBrien said she is concerned about who would be representing who we are in this process.

Prapavessi responded that they want to put the consultant in the middle of all these conversations.

Orta asked where does this fits in our current budget process? Prapavessi said she does not know but will discuss it with the President.

Lamb said the ACCJC requires us to have a strategic plan. She clarified that the consultant would be more of a facilitator.

Stone commented we need something that is nimble and responsive to anchor us through these tumultuous times

Lema asked Council if they have any additional questions for the next meeting with Lopez.

Holt said he does not understand why we can't give someone release time to do this.

Gerken wants to know more about what the process would look like.

Orta said she wants to know how decisions regarding this would be made through our governance process.

Hess-Diestler wants to know who will the consultant be speaking to, and who will he report to?

Barber would like to know where the data for the future is coming from with everything being so uncertain.

Godinez asked if there were other options that would not cost as much.

McBrien wants to know who will be defining the DVC we are planning for.

Churchill asked who is supporting this.

Lema explained this came out of IPC conversations along with the college president. She said the faculty members on the IPC are supportive of the idea. She said it would be important to have the faculty IPC reps come to this body.

## **8. SCHEDULING TASK FORCE**

Lema told Council they need to start thinking about the long-term function of the Scheduling Task Force. She reminded Council the Enrollment Management Committee has been put on hiatus. She said there are also issues connected to membership including if we don't have a division representative, how we should handle that. She said originally we had agreed the STF reps was to be an IC member. Do they have to be a current member? She said we also need to be decided how does the STF handle visitors at meetings? And, what are the membership terms. She said the reps need to rep their divisions but also must have a college-wide perspective.

Holt said he feels there is a problem with those that come in off the street and want to make suggestions.

Machalinski said she does not like the idea of terms. She said the members need to know a lot and have become experts. We don't want to lose that expertise. She suggested that guests be given an opportunity to comment like the Senate has a Public Comment period but are not part of the Task Force discussions.

Hess-Diestler agreed with no term limits. She said if people have the desire to continue, let them. We need to keep it seamless and members should give a heads up as soon as they can if they will be stepping down.

Barber wants to know what the task force ideas are.

Godinez suggested potential reps make a statement of how they can contribute to the Task Force.

Freytag said the divisions could suggest nominations to the Faculty Senate President and bring them to Council for appointment.

McBrien is concerned with divisions choosing their own rep as they also have to rep the college.

Gerken likes them having the IC training, and said there should be some sort of vetting process. But, he said the STF should make their own decisions about parliamentary procedure. He also suggested that there is a minimum term but no maximum.

Lema said this will be on the next agenda as an action item. She will follow up with the STF about the suggestion to have a public comment period. She clarified that she is hearing Council wants STF members to have a global view, and there should be some sort of vetting process for selecting members.

## **9. VP OF INSTRUCTION REPORT**

Lamb reported that there has been an initial discussion with the district about scenarios for how to handle schedule cuts. She said another meeting is scheduled to discuss it further and she will report back on any decisions.

Lamb informed Council the positions of Physical Sciences and Biology Dean, and English and Social Science Dean are going out for permanent hire.

Lamb reminded Council she will be getting training as an accreditation team member and will share with the Faculty Senate what she learns about any changes to the standards and what types of evidence they will be looking for especially for SLOs and Distance Education.

## **10. PRESIDENT'S REPORT**

Lema reported she has contacted Police Services Lt. Chad Wehrmeister and Bill Oye to come to a Senate Council meeting to discuss issues related to threatening behaviors. She said they will educate us in policy and process related to employees, students and community members and inform us of relevant laws.

Barber and Machalinski both suggested putting the Police Services number in their cell phones.

Lema said she is contacting the faculty reps on the IT Committee to address issues that have come up in Senate including implementation of new technology.

Lema said she met with President Garcia, Chrisanne Knox, Susan Lamb, Ted Wieden, Lisa Orta and Ann Patton to discuss professional development. There are several issues including a lack of funding and clerical support that will be discussed further.

Lema briefly explained the guidelines for Equivalencies for Minimum Qualifications. She said Minimum Qualifications for Faculty and Administrators at California Community Colleges, the official document that describes the minimum qualifications for degrees and experience to teach at a community college. A faculty member can be granted an equivalency for minimum qualifications. She said in many cases at DVC it is a degree title that is different than what is listed in the minimum qualifications document but the course work is consistent with the degree title listed in the document. Last semester there was a request from the architecture faculty to approve an equivalency for an instructor. The minimum qualifications stated an architecture instructor must have an AA degree and years of experience. The applicant possesses a Masters but not the required years of experience. Career technical disciplines require work experience. Lema equated it to a Dental Hygiene Instructor who has the education but does not have the work experience with dental patients. The architecture faculty and division dean researched this matter further and submitted Ed Code language that stated faculty who have a Masters degree are qualified to teach at a community college. She stated she contacted Michelle Pilati, ASCCC President, for her assessment of regulations concerning minimum qualifications. She was told technically either could be used as the basis for a decision. Faculty Senate must decide at the local level whether to follow the statewide senate established minimum qualifications. And, if we agree with that and want to prevent issues in the future we can modify our local minimum qualifications. Lema did grant an exception for the architecture instructor but needs to know the Senate position for future requests that will come to her. In addition DVC and District HR are requesting our position on this matter because equivalency requests also go through a district vetting process.

## **11. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*

**DVC**  
DIABLO VALLEY COLLEGE

OUR STRATEGIC DIRECTIONS

- increase the percentage of students who: transfer, receive relevant and timely training for the workplace and, are proficient in Basic Skills while narrowing the transfer, achievement and proficiency gaps across all subgroups
- diversify funding resources to increase the level of discretionary control over resources and increase the total funding received by the college
- implement, align, evaluate and improve planning processes within the college on an ongoing basis



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**Strategically Planning for DVC's Future**

**Institutional Planning Committee**  
**Presentation to Faculty Senate Council**  
**March 6, 2012**

**Aspiring to Meaningful Planning**

- IPC is responsible for preparing the Strategic Plan
- Council Council has endorsed IPC to engage Amistad Associates in the planning process
- IPC is committed to developing a plan that is inclusive and speaks to our goals
- IPC is looking for the support and involvement of the FSC in creating a plan that shapes and guides our future actions





## Building a Vision Navigating the Storm

- Faculty have been asking for our vision as a college to guide our processes
- An effective Strategic Plan provides the framework for decision making, and evaluates the merits of our efforts
- Our participation in strategic planning fosters community building

**DVC**  
DIABLO VALLEY COLLEGE

**OUR VALUES**

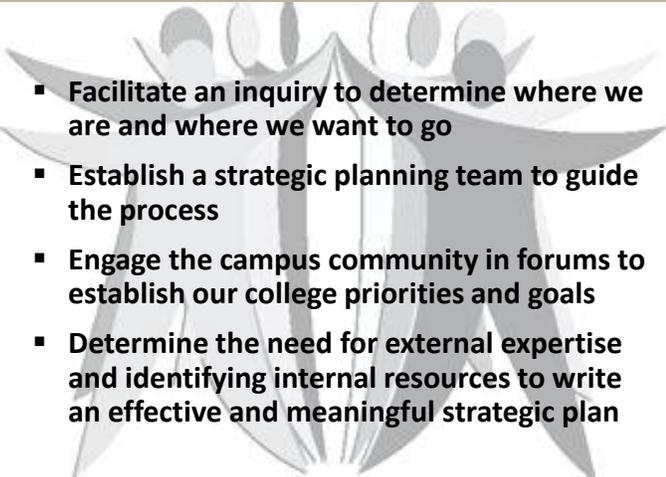
- learning
- equity
- excellence
- creativity
- diversity
- integrity
- responsiveness
- collaboration
- communication
- academic freedom
- accountability
- stewardship

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## Creating a Collective Culture

- In this highly unpredictable environment, how do we determine our future?
- How do we honor our rich history, yet chart a new course for the future together?
- How do we envision embarking in a strategic planning process that will guide and move the institution forward?
- Strategic planning initiates the process of redefining our common culture and unifying our efforts

## Embarking Together ...

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- Facilitate an inquiry to determine where we are and where we want to go
  - Establish a strategic planning team to guide the process
  - Engage the campus community in forums to establish our college priorities and goals
  - Determine the need for external expertise and identifying internal resources to write an effective and meaningful strategic plan

## Accolades for Amistad Associates

- *“Juan is very thoughtful, and inclusive and looks for what is happening in the room and will make adjustments as needed, yet maintains a structure. He knows how to bring people in, how to frame the issues, and he pays attention to where people are.”* Dr. Kaipa Indian School of Business
- *Would you recommend working with Mr. Lopez? “Yes- absolutely- as a leader (chief of staff) of this unit, through this process I had to hear hard things but it pushed me to challenge myself – Juan has a unique insight and his approach works for different types of organizations – every organization can bring its own culture to the process. “*

Andrea Green Rush UC-Berkeley Academic Senate

## The Future of Diablo Valley College

- IPC is seeking the endorsement of the FSC to pursue the use of a facilitator to assist the college in Strategic Planning
- DVC has the opportunity to create a common vision, adapt our culture, and develop forward-thinking planning processes



## College Wide Dialogue

- We invite members of the Faculty Senate Council, Classified Senate, and governance and operational bodies to participate in upcoming meetings with Amistad Associates
- Please join in the dialogue to build this pre-planning process together!

