



**FACULTY SENATE COUNCIL MEETING  
MAY 8, 2012  
UNAPPROVED**

**PRESENT:** Laurie Lema (President), Beth McBrien (Vice President), Milagros Ojermark (Applied and Fine Arts), John Freytag (Corresponding Secretary), Nicole Hess-Diestler (Representative-at-Large), Katrina Keating (Math/CompSci), Buzz Holt (Social Sciences), Tom Barber (English), Marva DeLoach (Library), Craig Gerken (Physical Science/Engineering), Peter Churchill (Business Education), Catherine Machalinski (Biology and Health Sciences), Maria Dorado (Counseling), Theresa Flores-Lowry (Physical Education, Athletics and Dance), Lisa Orta (Faculty Development Coordinator), Valerie Colber (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

**ABSENT:** Doug Dildine (Part-time Faculty Representative)

**GUESTS:** Susan Lamb, Obed Vazquez, John Hanecak

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

**1. APPROVAL OF THE AGENDA OF MAY 8, 2012, AND THE MINUTES OF MAY 1, 2012.**

**It was MSC to approve the agenda of May 8, 2012. All in favor. Approved.**

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

**2. PUBLIC COMMENT**

None.

**3. COUNCIL COMMENT**

Hess-Diestler thanked the Senate for the opportunity to serve as the rep-at-large. She said she had learned so much and she hopes to keep participating in college governance but at this time she would like to give another faculty member the opportunity to serve on the Senate Council as the rep-at-large.

Gerken commented his division is concerned with some of the issues related to the new repeatability regulations. He said there are several courses that are impacted but they are looking at ways to get around it because of their course numbering.

Machalinski said the Fall 2012 calendar includes two Monday holidays and finals start Tuesday for the fall. She is concerned they would shift it and her final will be on a Friday, but she does not have regular class on Friday so it will be inconvenient for her students who aren't usually here on Fridays and have jobs and other commitments.

**4. ANNOUNCEMENTS**

Orta said the series of workshops on Excel are going well. She said there is no workshop on the coming Friday. The last of the workshop series is on May 18.

Orta announced the Flex Fall 2012 booklet is posted on the Staff Development web page.

Orta announced a reception for newly tenured faculty is after this meeting from 4-5pm in the Norseman.

Hess-Diestler announced the drama department productions for next year have been selected. In the Fall they will present “Grapes of Wrath” and “The Exonerated”. In the spring they will present “The 25<sup>th</sup> Annual Putnam County Spelling Bee”, “Richard the Third” and “All in the Timing”. She reminded Council to encourage their colleagues to incorporate the productions subject matter into their curriculum.

Lema reminded Council the 5-10-15 Year Employee recognition is on Thursday, May 10 in the Norseman at 2:30.

Lema announced seven new vans are being purchased for the college for the sports teams and field trips. She added that College Council talked about who is responsible for maintenance and what is the responsibility of the users.

## **5. APPOINTMENTS**

Lema informed Council she has no appointments but during her report later in the agenda she will ask for endorsement to make appointments over the summer. She reminded Council a VP of Student Services will be hired over the summer and four faculty are needed for the hiring committee – two for paper screening and two for interviewing.

## **6. BUDGET COMMITTEE**

John Hanecak, Budget Committee Chair, was in attendance to continue the discussion with Council regarding the budget scenarios presented by the Budget Committee.

Hanecak said in regards to the conversations about negotiated items in the budget, he is not sure when those discussions may occur, but suggested perhaps they take place at a UF function.

Keating reminded Council there is a UF meeting on Thursday at 2pm in L 151 and faculty could bring this up during the public comment period.

Holt said he is concerned about integrating what the Budget Committee is talking about with what the UF is doing. He said the Budget Committee recommendations could impact salary and he does not see a mechanism for having these discussions. Hanecak said the Budget Committee does not influence what the bargaining units do but agreed there is a gap and to have a liaison of some sort would be good.

Orta said the Budget Committee was clear they did not want to make recommendations related to staffing.

Hanecak added that the Budget Committee wants the dialogue to begin at the District.

Orta reminded Council negotiated items are district-wide and the Budget Committee is a committee for DVC recommendations only.

Machalinski said some of the scenarios include cutting classified and that is a negotiated item. She said a classified in her area is being impacted by a bump from LMC so there has to be a discussion at the district level.

Hanecak explained the Administration does not have to have Local One approval to discuss furloughs as those can be imposed.

Machalinski said that is not right and blanket furloughs over the summer are not practical.

Freytag said he believes these scenarios were put together to get the conversation started as we have to look beyond what we have done in the past to make cuts.

Keating said she realizes furloughs for staff are not negotiated but just because you can do something does not mean that you should. She said we have to think outside the box for new revenue and just because there are no concessions does not mean the unions cannot negotiate savings such as looking at our health care plans.

Lamb said Classified furloughs can be imposed, but to furlough all classified in the college at the same time would cause a lot of bumping throughout the district.

Hanecak told Council if items are negotiated, the Budget Committee will receive revised figures reflecting any savings.

Hanecak told Council the Budget Committee will have some vacancies and there will need to be discussions on the seats that are expertise and not constituency based. Lema said the College Council discussed this issue and agreed the Faculty Senate and Classified Senate presidents will discuss those appointments with the college president.

## **7. SCHEDULING COMMITTEE**

Council reviewed and discussed the proposed charge and membership for the Scheduling Committee.

Council agreed to language clarifying the expertise required for members. Council also agreed to the addition of 1-3 managers as ex-officio members appointed by the College President.

**It was MSC to approve the amended charge and membership of the Scheduling Committee. All in favor. Approved.**

## **8. WORKFORCE DEVELOPMENT COMMITTEE REPORT**

Kim Schenk and Gay Teel, Workforce Development Committee Co-chairs, reviewed with Council the Workforce Development Committee self-evaluation. They highlighted information on mini-grants, equipment requests and major projects accomplished.

Freytag asked if two meetings a semester is sufficient for this committee. Schenk explained they have several sub-committees that met in-between their main meetings and the committee is accomplishing its goals.

Lema asked if the committee has discussed the CTE programs in terms of the strategic plan priorities. Schenk said they have discussed it in general but it is an academic and professional matter. She added that what comes through Program Reviews should have a larger impact than their recommendations. She said they are a nuts and bolts committee. Teel added that when the Committee developed their plan, they did think about the bigger picture and how they function within it.

Barber asked what sort of articulation they do with high schools. Schenk said they offer credit by exam for work completed in high school. They also work with a program called Tech-Prep that aligns high school programming with college programming in CTE programs to provide a path for an AA degree or certificate. Teel said they also do a lot of high school outreach promoting the programs.

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

Lamb told Council she followed up with the State Chancellor's Office on the question regarding SLOs inclusion as outcomes in course outlines. She said she was told we could include them as SLOs/Outcomes if they are the same.

Lamb informed Council we are still waiting to see what the final decision is on course repeatability. She said we have to address it this fall for inclusion in the following year's catalogue.

Freytag asked how can we get creative on the repeatability issue? Should we be writing new courses? Lamb responded that there needs to be different outcomes for each course level.

Lamb told Council we are in the process for the deans and faculty hires. She said offers have been made for the positions of Dean of Social Science and English, and Dean of Biology/Health Sciences and Physical Science/Engineering. Lamb said the faculty hires will not be announced until they go to the Board.

## **10. TUTORING ADVISORY TASK FORCE REPORT**

Ted Walker, Tutoring Advisory Task Force Chair, told Council the membership of the task force lists 17 openings but this year they have had only 7 members assigned. He said, however, the task force has been working on research and findings so would it not be effective to bring in new members at this time. In the fall they would like to re-populate the task force.

Walker reviewed with Council a report on their goals and accomplishments for the last two years. He explained they have finished their research that includes assessing the state of tutoring at sister colleges and DVC, as well as a survey of students who received tutoring at DVC this past year. He said they will complete a report over the summer on their findings and present it at an August Flex activity.

Walker said they have also begun promoting a campus-wide reflective process of assessing how we do tutoring. He said IPC will be included in the process as part of the larger work of strategic planning for the college.

Walker said next the task force will reassess their goals and focus for 2012-2013. He said the task force welcomes suggestions for their goals.

Hess-Diestler asked what constituencies have been active on the task force. Walker said they have never been able to get a student on the task force and the Classified in tutoring have not been able to participate because of cuts. He explained they are a task oriented group where they don't have a lot of discussion but just get down to the work and he does not think that's how students want to participate.

Keating said she is not opposed to including the student survey results in Program Reviews, but she would like to see the survey results come to the Senate. Walker responded that they are a Faculty Senate task force and the Senate can direct them to do so.

Lema reminded Council getting student involvement in committees has been an ongoing challenge. She said it depends on which committee, how important the issues are, and how much it may impact students. Machalinski said she is concerned how this information will be incorporated into Program Reviews and how it will impact resource allocation especially the reliability of the data in the first time through. Walker responded the current data was a beta test. They will assess the survey implementation and will make adjustments as needed next time. He said he has heard there are mandates coming from the state that will require we have data about tutoring. He explained the data from students who receive tutoring is for one, easiest to get, and second, it tends to reflect positively on tutoring. He said it is difficult to use statistics to measure the impact of tutoring so we should use the data that is available and shows the positive impacts of tutoring. Freytag suggested we compare SLOs of students who receive tutoring to those who don't. He asked if there is data available that would satisfy administration's desire to see positive impacts of tutoring. Lema thanked Walker for his leadership of the Tutoring Task Force and the members for their work.

## 11. PRESIDENT'S REPORT

Lema asked Council for endorsement to make appointments if needed over the summer. Any appointments she makes she will communicate to the Senate officers.

**It was MSC to endorse the Faculty Senate President to make appointments as needed over the summer of 2012. All in favor. Approved.**

Lema thanked each Council member individually for their service over the past year.

Lema said the College Council has been looking at committee structure of college-wide committees. This year it was decided to eliminate the Enrollment Management Committee and the Institutional Effectiveness Committee. The College Council will recommend the Sustainability Committee follow college protocol for committees such as publishing meeting dates and times, and minutes. The Safety Committee needs to fill its membership as there are no faculty currently on it. The College-wide Professional Development maybe reorganized in light of possible changes to the Professional Development program and office. Lema said President Garcia is open to adding more faculty to the Institutional Planning Committee and the Budget Committee. In addition, the Institutional Planning Committee is still working on its role and the College Council will review a proposed revised charge. Lema said College Council will meet in August to address recommendations for committees. They will also look at the college committee structure, committees roles and their relationships to each other.

Lema said College Council discussed what expertise means on committees. They will continue to discuss and define what each committee needs for expertise.

Lema told Council the Integration Council will be discussing the sustainability of their workload. They will have next year off from Program Reviews so they will have time.

Lema told Council President Garcia recommended College Council assess the Program Review component of the Resource Allocation Process. College Council formed a work group to address the issue.

Lema informed Council College Council formed a task force to guide Phase I of the Strategic Planning Process. Phase I is a pre-planning phase to assess the readiness of the college and to help organize our efforts to write a strategic plan. The Task Force has worked on how many people should participate in Phase I which will determine the next steps in the strategic planning process. The Task Force agreed to 16 individual interviews, 60-75 people for focus groups, and a survey to everyone at DVC. The Task Force also came up with categories to draw from for Phase I. Those are: Department Chairs, deans, diversified Classified (Student Services, Instruction, Administration), program coordinators, varied longevity at DVC, currently serving on a committee and those not currently serving, story tellers with institutional memory, students, opinion leaders with influence, and the historically unheard.

Lema told Council in District Consultation it was agreed to move forward with the recommended changes to the Distance Education policy. She said she stressed the need for student IDs. Lema said also it was agreed to move forward the recommended changes to the Standards of Scholarship policy. And the Honorary Degrees policy will move forward. Selection for honorary degrees will be done by an independent committee.

Lema said we need to discuss the DVC Program Discontinuance policy in the fall. She said policies for other California Community Colleges have been reviewed and they are not consistent. She said it is in our best interest to come up with a policy before we are forced to make those decisions. As the policy is written now it is more focused

on program revitalization rather than discontinuance. She added that the policy focuses decisions through the Program Review process and we need to decide if these decisions will be addressed in Integration Council or somewhere else.

Lema reminded Council there are new state mandates about how we can establish pre-requisites. And, she said, there is a push to having more pre-requisites. She said Senate will work with the Curriculum Committee in the fall to address these.

## **12. SLOS AND COURSE OBJECTIVES**

Lema reminded Council there is a motion on the floor to revise the title of course objectives to SLOs in course outlines to comply with state regulations. She said the State Chancellor's Office was contacted and they said we have to list on our course syllabi course objectives. But for accreditation they are to be listed on the syllabi as SLOs. Lema proposed a friendly amendment to change the title to Course Objectives/SLOs. Tejada said the SLO Committee is in agreement with this proposal.

**It was MSC to amend the motion to the following: Course outline of record on WCS and course syllabi will have sections titled "Objectives" changed to "Objectives/Student Learning Outcomes". All in favor. Approved.**

Vazquez commented that course outlines will not have to be resubmitted. He said there is flexibility on individual instructor's syllabi if they want to separate them out.

Tejada explained the SLO Committee oversees the assessment of SLOs. He suggested the name of the SLO Committee should be changed to the SLO Assessment Committee to reflect more closely what they do. Lema said the Senate can address that in the fall.

## **13. ADJOURNMENT**

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

*Respectfully submitted,  
Ann Langelier-Patton  
Administrative Secretary*