



**FACULTY SENATE COUNCIL MEETING
DECEMBER 10, 2013
APPROVED**

PRESENT: Laurie Lema (President) Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Katrina Keating (Representative-at-Large), Cheryl Martucci (Math/CompSci), Rick Godinez (SRC), Hopi Breton (Applied and Fine Arts), Buzz Holt (Social Sciences), Maria Dorado (Counseling), Marva DeLoach (Library), Keri DuLaney-Greger (English), Craig Gerken (Physical Science/Engineering), Peter Churchill (Business), Catherine Machalinski (Biology and Health Sciences), Theresa Flores-Lowry (Kinesiology), Valerie Colber (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT:

GUESTS: Rachel Westlake, Cathy Walton-Woodson

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

1. APPROVAL OF THE AGENDA OF DECEMBER 26, 2013 AND THE MINUTES OF NOVEMBER 26, 2013.

It was MSC to approve the agenda of December 10, 2013. All in favor. Approved.

It was MSC to approve the agenda of November 26, 2013 with corrections. All in favor. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Holt shared that he attended a marathon the previous weekend and was impressed to see several participants that were blind.

DuLaney-Gregor shared with Council that English instructor Kenny Spears had been participating in a marathon when he suffered a heart attack and fell receiving a blow to his head. She said the English division was informed just prior to this meeting that his wife has made the decision to withdraw life support. Spears was about 48 years old and leaves behind two children, 8 and 10.

Keating said the priority order list for Box 2A lists 10 hires but the hire for foreign language was actually from the previous year because they could not find a suitable candidate at that time. She said she questions why we don't have 10 current hires in addition to the foreign language hire from last year.

4. ANNOUNCEMENTS

None

5. APPOINTMENTS

None.

Lema informed Council she will be appointing two faculty for the AUPR team validation and will have to request approval retroactively since they will begin their work prior to the next FSC meeting.

6. GE PHILOSOPHY STATEMENT

The question was called to vote on the motion to approve the proposed GE Philosophy statement recommended by the Curriculum Committee. There was no discussion. All in favor. Approved.

7. IUPR TASK FORCE PROPOSAL

The question was called to vote on the motion to approve the formation of an IUPR task force. There was no discussion. All in favor. Approved.

8. BUDGET PROCEDURE TASK FORCE

The question was called to vote on the motion to approve the formation of a Budget Procedure Task Force. There was no discussion. All in favor. Approved.

9. RESOURCE ALLOCATION AND COMMITTEE CHART DIAGRAMS

Lema shared with Council a diagram of the college's program review and resource allocation process developed by Lamb. Lema explained the College Council has been discussing the development of a college committee flow chart that would be included in the committee booklet. However, after further discussion, the College Council began discussing a flow chart that shows the connection to the budget process. College Council has been discussing what it is we are trying to convey with these diagrams. She then shared with Council a diagram she and Patton worked on and asked Council if they think it provides a basic sense of the governance decision process. Several Council members responded that they thought it was the most clear one they had seen so far. Other Council members suggested ways to make it more visually understandable.

Lema said this will come back for more discussion and told Council they can make revisions to bring back for discussion.

10. ANNUAL BUDGET PLAN

Keating told Council she missed the previous week's Budget Committee meeting but they were scheduled to make a decision on the remaining \$100,000 that had not yet been allocated. She said these funds will be available on July 1, 2014. She reminded Council all documents regarding the budget allocations from the Budget Committee will be marked draft because they are recommendations to the Integration Council. The IC will use their rankings from Program reviews to distribute the funds for resource requests which will then go to the College Council in January who will make recommendations to the College President based on the IC recommendations.

Keating reminded Council the original recommendation from the BC was to allocate some funds for professional development. However, when they realized professional development is part of the Strategic Plan, they revised the allocation recommendation to implementation of the Strategic Plan. Lema said the distribution of that allocation should be discussed in consultation.

Keating informed Council since Leivas is retiring as of December 31, 2013, and the job announcement closes on January 14, 2014, the college will probably have an interim VP of Business Services until a permanent one can be hired.

Freytag said he is appreciative there is an allocation for breakage of small lab equipment but there needs to be discussions about replacement of large expensive equipment that breaks or wears out. Keating recommended they keep putting it in their Program Reviews to ensure it stays a priority.

11. DVC TECHNOLOGY PLAN

Walton Woodson, IT Committee Chair said the IT committee is almost done with the draft of the Technology Plan for 2014-2016. She said they will be asking for feedback on computer lab structures, smart classrooms, etc. They will also incorporate feedback from the faculty technology use survey that is currently underway.

Walton-Woodson said much of the plan is to do the research needed to then write a plan for 2017-2022.

Council discussed the need for new LCD projectors in classrooms as the ones in place are wearing out. Keating said the figure that is being used for requesting LCD projectors is \$4000 and she is aware of good projectors being used by other schools for about \$550. Martucci said the IT Committee is working with district purchasing to get figures for purchases but they can certainly explore less expensive options.

12. STRATEGIC PLAN

Lema told Council she took their recommendations on the Strategic Plan to the writing group and the majority of them were incorporated into the document. Lema reviewed the changes including the statement about transfers to prestigious institutions, and a statement about maintaining best practices while also supporting innovation. The plan is supposed to come back out at the beginning of the spring semester and finish going through the governance process.

13. INSTRUCTION REPORT

Westlake reported she met with the Scheduling Committee the previous Friday. She said after reviewing data including projected FTES, they grew the spring schedule by 15 FTES and will begin working on scheduling the summer intersession. She said we need to keep in mind our goal is for the district but we should push forward as much as we can on our college FTES. She said LMC is in a similar place as DVC in terms of meeting their share of the district goals and CCC needs to increase about 15% to make their goal.

Lema asked if one college does not reach their goal, can they “purchase” FTES from another college. And if so, is a one-time change or does it become permanent. Westlake explained it is not really clear but she does not think it would be a permanent change. It would be decided at the Chancellor’s Cabinet.

Keating said we should begin discussing what to do if CCC does not meet their goal. However, CCC is at capacity so even if they bought FTES they would not be able to offer it and this could impact DVC and LMC.

Machalinski said there is still the question when or what circumstances would compel the district to release some of their reserves.

Holt said he believes we are going to have to be a smaller district and a smaller college.

Westlake reviewed a chart of recent past and projected enrollment figures. She said we are looking for 2% growth next year.

Westlake said also the marketing department is included in strategies for growth. She is also working with Student Services to ensure they are ready for increased demand.

Keating reminded Council the college does have a reserve so we won’t have to cut next year if we don’t make our goal. But we need to plan beyond that.

14. HAYWARD AWARD

Colber said we should be promoting DVC wherever we can and that parents often decide where to send their kids based on awards, and other accolades colleges receive. These are some things that could help increase enrollment. She said the deadline for the Hayward Award is December 23rd and this year Area B colleges have been asked to nominate a full-time faculty.

Lema responded that we don’t have another Council meeting scheduled this semester and these types of nominations are endorsed by the Council. She said the application is rather extensive and would require a lot of work at a time when faculty are already overloaded.

Freytag said we should keep this on the radar for the next cycle but we need to plan for time to complete nominations to avoid adding a lot of extra work at the end of the semester. He added that the process requires quite a bit of time from the Faculty Senate President.

Keating agrees that we need to recognize faculty but it is too late this year to start this process.

Holt said we would need to solicit nominations from all faculty, not just Council, and we need a process for that.

Lema reminded Council that DVC is up for nominating a faculty member this year for the CCC Teacher of the Year Award.

15. ACCREDITATION STANDARD 4

Council did not have any further major feedback on the draft of Accreditation Standard 4 besides some minor corrections that have been submitted. Lema said she will take the Council’s feedback and suggestions to the Standard 4 writing group.

16. ADJOURNMENT

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*