



**FACULTY SENATE COUNCIL MEETING
MAY 7, 2013
APPROVED**

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

ABSENT:

GUESTS: Susan Lamb, Ted Walker, Patrick Leong, Rob Peters

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

1. APPROVAL OF THE AGENDA OF MAY 7, 2013, AND THE MINUTES OF APRIL 30, 2013.

It was MSC to approve the agenda of April 30, 2013. All in favor. Approved.

The minutes of April 30, 2013 were not ready for review.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

DeLoach commented that it is National Teachers Day.

4. ANNOUNCEMENTS

Churchill announced the Business Division has 14 students transferring to the Haas Business School, 2 students transferring to Cal Berkeley. And in a casual survey he did in two of his classes there were about a dozen students transferring to CSUs, and several transferring to UCs.

Ojermark received an email from a Fine Arts Major that won the International Human in Space Youth Art Competition for the NASA Johnson Space Center. She won first place in the 3D sub-category and several second place awards.

Lema announced the 5, 10, 15 year Service Awards Event is this Thursday at 2pm in the Norseman.

5. APPOINTMENTS

Permanent Student Life/EOPS Program Manager Hiring Committee

Paula Stanfield-Paper Screening
Raine Dougan - Interview

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

It was MSC to approve authority for Lema to make appointments over the summer. All in favor. Approved.

6. STUDENT SUCCESS TASK FORCE INQUIRY GROUP

There was no discussion.

The question was called to vote on the motion to form an inquiry group on Student Success that will include members of the Student Success Task Force and the Matriculation Committee. All in favor. Approved.

7. SCHOLARSHIP REPORT

Patrick Leong, Scholarship Committee Chair, told Council the Scholarship Award and Donor Appreciation Event was the previous Friday. He said some of the recipients performed or spoke at the event. He said there were several inspiring stories.

Leong said the Scholarship Committee read about 300 applications starting in February. Out of those applications they awarded 130 internal scholarships for a total of \$98,500. Of those 8 were scholarships that were cultivated by Leslie Mills and they brought in \$20,000 in new money. Leong said they awarded 43 external scholarships for a total of \$196,000.

Leong thanked faculty for their support through writing letters of recommendation.

Leong said also for the first time in ten years, a student received a car from Mikes Auto Body. And for the second time in three years a DVC student received the Jack Kent Cook Scholarship for \$30,000 a year for three years. He said only 60 of these scholarships are awarded nationwide. He added that the recipient was an AB 540 student.

8. TAC REPORT

Ted Walker, Tutoring Advisory Committee Chair reviewed the current membership on the TAC. He said they have not had any classified on the committee because classified from the tutoring areas are stretched thin and do not have time to attend meetings. He said the committee will need some new members for next year and asked Council to ask their divisions to select representatives. He said they want to give all the divisions the opportunity to have a representative but if an area does not forward a selection, those spots can be filled with faculty from other areas. Lema said this is a good committee for faculty who have not served on a college committee before.

Walker reviewed the TAC report that includes the committee's goals and their accomplishments for the year including completing a survey of DVC students who received tutoring during the spring semester, establishing a Tutoring Training Task Force to develop new or modified tutor training courses, exploring methods of delivering tutoring and related services, and working to have a standard tutoring section of the IUPR available. However, Walker said he was just informed that they missed the process to have a tutoring section in the IUPRs for Fall 13 and will have to wait for the next cycle.

Lamb said if the form does not have to be changed, they might be able to include it in Fall 13. She will follow up on this.

McBrien said there is still a mechanism in Program Review to request for tutoring funding but it had not been prioritized while we went through the cuts. She said the more clearly the need is documented helps for when funding becomes available.

DuLaney-Gregor asked how the lab coordinators are participating in these decisions if they cannot make the meetings. Walker said he has developed a "Friends of TAC" list serve for information and discussion.

Freytag asked about the survey results. Walker said the questions are the same as last year, with the addition of a question about where the student took the survey. He said the questions gather feedback on the impact tutoring is having on the student, and some demographics.

Council agreed there is a need to continue to gather data on the effects of tutoring and other methods should be explored.

9. COLLEGE-WIDE COMMITTEES

Lema shared with Council a list of recommendations for the Budget Committee and process that she and Keating developed. The recommendations include implementing Phase III of the budget process as outlined in the show cause report in which we are to look at the whole budget and not just one time monies; and that our budget should follow our college plans.

Freytag commented that the process needs to include closing the loop by evaluating how allocations have affected student learning.

Sporer said she is on the accreditation standard committee for budget and she is concerned about the college looking for other resources when resources to fulfill plans are not available. She said our budget process does not see this as important but ACCJC does.

Lema said we need to have conversations about operating budgets and how they are used in different areas in the college, and we also need mechanisms to fund things that are not in the process, for example facilities maintenance, new program innovations, and reassign time. Lema reminded Council we are in FTES growth mode and said we need to support programs to help the college grow. Lema and McBrien will bring these questions to Consultation. Machalinski cautioned that this is huge issue it should not be rushed.

Lema reviewed for Council the membership proposed by the Budget Committee includes one more manager, one more classified and one more faculty. Lema proposes a representative from each instructional division that could be faculty, classified or a dean, plus two representatives from student services and two students. Lema said the expertise needed is knowing the needs to serve students in their areas and not necessarily budget experts.

It was MSC to approve the recommendations for the Budget Committee charge and membership and budget process.

Council agreed to minor wording changes for clarification. Freytag said we need to keep an accreditation lens in developing the budget process.

All in favor. Approved.

Council reviewed the proposed charge and membership for the Institutional Planning Committee that includes changes proposed by the Committee and also by Lema. Lema said she is proposing an increase in the membership from two to four faculty because she anticipates this committee's workload will increase. She said it is difficult for classified to have the time during their work hours to complete extra committee work. Lema also proposed a few changes in wording to help clarify the charge.

It was MSC to approve the latest version of proposed changes to the IPC. All in favor. Approved.

10. POLICIES AND PROCEDURES

This item was postponed due to time constraints. It will be on the first agenda in Fall 2013.

11. INSTITUTIONAL STUDENT LEARNING OUTCOMES

There was no discussion.

It was MSC to approve the following acronyms:

SLOs = Student Learning Outcomes (course level)

PLOs = Program Learning Outcomes

GELOs = General Education Learning Outcomes

ILOs = Institutional Learning Outcomes

All in favor. Approved.

The acronym for Student Service Learning Outcomes is currently under discussion.

DeLoach shared the following wording recommended by the Library Faculty to address workplace skills in the ISLO's that Council discussed at the last meeting. "e.g. competence in relevant 21st century literacy and effective communication of new knowledge in an ethical and legal manner".

Lamb said this is adding an example and does not change the ILO.

It was moved and seconded to add the recommended wording to the ILOS. All in favor. Approved.

12. VP OF INSTRUCTION

No report.

13. INTERNATIONAL STUDENTS FACULTY ADVISORY GROUP

Rob Peters reported on behalf of Maria Dorado that Counseling thinks this charge should go to the Faculty Senate Student Services Committee.

Sporer said she has been a member of the Student Services Committee and agrees it would be a good place to have these discussions. Machalinski said she does not want to just hand this to that committee without their input. Sporer

recommended Council send a representative to the Student Services Committee and minutes from the discussions Council has had so far on this subject.

It was moved and seconded to direct the Faculty Senate Student Services Committee to take the charge for an International Students Faculty Advisory Group under their charge. All in favor. Approved.

14. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*