

DVC
DIABLO VALLEY COLLEGE
321 Golf Club Road
Pleasant Hill, CA 94523

FACULTY SENATE COUNCIL MEETING**MAY 6, 2014****APPROVED**

In accordance with the Ralph M. Brown Act and SB 751, minutes of the DVC Faculty Senate Council record the votes of all committee members as follows: Members in attendance will have their votes recorded including names of members voting in the minority or abstaining is recorded.

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

ABSENT: Laurie Lema (President), Hopi Breton (Applied and Fine Arts), Buzz Holt (Social Sciences), Rick Godinez (SRC)

GUESTS: Rachel Westlake, Tina Dodson, Charlie Shi, Ted Wieden, Chris Knox, Patrick Leong, Kris Koblik, Beth Hauscarriague, Nancy Deason, Dennis Franco, Kenyetta Tribble

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

1. APPROVAL OF THE AGENDA OF MAY 6, 2014 AND THE MINUTES OF APRIL 29, 2014.

It was MSC to approve the agenda of April 29, 2014. The following members all voted aye: McBrien, Freytag, Keating, Churchill, Dorado, DeLoach, Machalinski, DuLaney-Greger, Martucci, Gerken, Flores-Lowry, Colber. No nays. No abstentions. Approved.

The minutes of April 29, 2014 were not ready for review.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Freytag said that while he appreciates that the bookstore reinstated an employee discount, he is concerned about the affordability of textbooks for students. He said the markup on textbooks is 35% and he would rather have the students pay less for their textbooks than get a discount. He added that textbook sellers have told him 35% is a very high markup. Martucci commented to keep in mind the bookstore profits go to ASDVC.

Gerken said he and many faculty want to know why the Withdrawal date so late in the semester.

4. ANNOUNCEMENTS

McBrien announced the DVC Arts Alive Festival is this Saturday from 1-5. There will be art exhibits, music, drama performances, and food.

Flores-Lowry announced the women's swim team won the CCCAA State championships the previous weekend.

Keating thanked everyone that attended her lecture in March and said she will be presenting it again during August Flex.

5. APPOINTMENTS

None.

6. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake reviewed the enrollment report as of 3/5/14 for this summer. She pointed out our FTES is lower than it was last year at this time but summer session is starting earlier this year and we have increased since last week. She anticipates we will be borrowing FTES. Westlake also shared the list of courses that are being suggested for spring.

McBrien updated Council on the work of the Program Review Task Force. She said they have met twice so far. They have been looking at getting resource requests and the timeline for the approval process in alignment. They are looking at what kind of information IC needs to rank resource requests. It is complicated to coordinate integrated planning but she feels they are making progress.

Westlake added that as well as the timeline issues they are looking at the workload issues.

7. WORKFORCE DEVELOPMENT COMMITTEE REPORT

Tina Dodson and Charlie Shi, Workforce Development Committee Co-chairs introduced themselves. Shi reviewed the programs that were funded by Workforce Development funds this year. Dodson reviewed the process for decisions on what to fund. She also explained the funding sources. She said there is a 5-year Workforce Development Master Plan written in 2010 so they will be working on a new one next year. Dodson shared results from a survey of graduates on outcomes for those that received Perkins loans.

8. ACCREDITATION REPORT

Ted Wieden updated Council on the status and timeline for our Accreditation Report. He said there will be a signing ceremony on this coming Monday at the College Council Meeting. He and Becky Opsata are putting on the final touches and Opsata has written an executive summary. Also, Ellen Kruse has written a glossary that will also be useful for new and current employees.

Freytag said he has seen a software program where you point to a word and the definition pops up. He asked if that would that be possible for us to use. Wieden said it is a good idea but at this point we still have a lot of evidence hyperlinks to insert in the report. He said he will talk to Robert Burns about the possibility.

McBrien asked how much of the evidence do they check. Wieden explained visiting team members first read the entire report and other accompanying documents including previous reports. Then each team member is assigned a section to look at more closely including the evidence. He said they also have access to online classes, course outlines, SLOs, Web Advisor and the portal.

Wieden reviewed the preparations we are making for the visit including lodging, food, work space, etc.

McBrien told Council this is an action item and asked if they were ready to make a motion.

Peter Garcia told Council the only things that will change from the current version is some formatting, and some introductory paragraphs explaining why we included so much information in our report about our show cause work.

DeLoach moved to endorse the Diablo Valley College Self Evaluation Report of Educational Quality and Institutional Effectiveness In Support of Reaffirmation of Accreditation. Churchill seconded the motion. The following members all voted aye: McBrien, Freytag, Keating, Churchill, Dorado, DeLoach, Machalinski, DuLaney-Greger, Martucci, Gerken, Flores-Lowry, Colber. No nays. No abstentions. Approved.

9. COMMUNICATION TASK FORCE

McBrien asked Council if they received any feedback on the proposed Communication Task Force.

DeLoach said she did not receive any feedback. She commented that we need to be sure our DVC website is connected to our other forms of communication.

Churchill said he still does not understand what this task force is supposed to do and asked Knox what it is she is trying to do.

Martucci said she told Knox she will work with her to come up with a more specific proposal.

McBrien said her division was interested but would like more details and that seems to be the general feeling of the Council.

Knox said she has been working with Kenyetta Tribble, Rachel Westlake and Kim Schenk. She said Martucci could join them.

Council brainstormed some suggestions for the task force to work on. McBrien said they should discuss what kind of communication are they talking about, who to who and how.

Freytag said we do not need more communication but the accuracy and efficiency of communication needs be improved.

DeLoach suggested the development of something like the accreditation site where you know that's where you find the information on particular topics.

10. SCHOLARSHIP COMMITTEE REPORT

Patrick Leong, Scholarship Committee Chair, thanked Leslie Mills for all her work and support for the Scholarship Committee and recipients. He told Council the committee members are himself, Rita Delgado from Counseling, Tom Mowry from Math, and Carolyn Seefer from Business.

Leong said they had their Scholarship Recognition Ceremony on Friday, May 2, 2014, 2-4 pm followed by the donor reception from 4-5:30. There were two student speakers, Dieudonne Brou and Mario Ramiro Alvarado. And they heard performances by the Hohman Family Vocal Music and Hohman Family Advanced Piano scholarship recipients.

Leong said this year the committee reviewed approximately 300 applications and of those they awarded 100 plus internal scholarships to about 130 students.

They also reviewed 23 applications for the Rossmoor scholarship and awarded 10 for \$3000 each; and 28 applicants for the Kennedy King Scholarship and awarded 5 for \$8000 each.

Also we had 3 students who were finalists for the Jack Kent Cooke Scholarship, and one of them was awarded \$90,000. He said this is the third year in a row we have had a DVC student receive a Jack Kent Cook Scholarship. Altogether the committee awarded a total of approximately \$290,000 in scholarships.

Leong explained one disappointment was the loss of 15 scholarships for \$1000 each for incoming freshman because Well Fargo ended its funding.

Leong told Council they will be switching to a new software program to electronically submit and review applications online called the Academic Works Program.

McBrien commented Leslie Mills had worked with her area to set up some special scholarships.

Leong encouraged anyone that establishes a scholarship to do it through the Foundation and the recipients will be honored at their end of year event.

11. FACULTY DEVELOPMENT COMMITTEE REPORT

Kris Koblik reported the College-wide Professional Development Committee has been working on a strategic plan. He said the Faculty Development Committee funded 46 conferences for just over \$23,000 for both full-time and part-time faculty. He said as soon as we come back in August, they will be asking for applications for funding for conferences that took place over the summer after July 1.

Koblik said next year the Faculty Development Committee would like to coordinate and contribute to Flex activities for the Student Success Committees and initiative as well as reading and writing across the curriculum. He said these efforts will address the college strategic plan.

Koblik said the committee needs more committee members. They did not have all positions filled this year and there are a couple people terming out. They meet about once a month. She said the committee has about \$900 left this year and will put it towards textbooks for the DRWAC program.

12. STUDENT SUCCESS AND SUPPORT PROGRAM

Hauscarriague told Council they worked with the Student Services Committee with the help of the marketing office to develop an enrollment webpage to help students go through all the steps. She said they have been making some revisions to the webpage based on feedback.

Hauscarriague informed Council the Matriculation Committee has requested they be renamed as the Student Success and Support Program Committee.

Hauscarriague said the committee also has been working on the 3SP Plan which they need to go to the Governing Board in September. It will be a quick turnaround to get it through the governance process. She will bring it to the next Faculty Senate meeting and the rough draft will be available over the summer.

13. FACULTY SENATE STUDENT SERVICES COMMITTEE AND KURZWEIL 3000

Nancy Deason, Faculty Senate Student Services Committee spent some time adjusting to a revised charge this year. One addition to the charge is advising on the 3SP. She said the 3SP group held focus groups in assessment, orientation and educational planning to see what is working, where are the gaps, etc. Deason said about half of their meetings this year were with the Matriculation Committee to talk about 3SP. Another thing the committee discussed was the development of an emergency response plan. They listed all the stakeholders and will be providing training. The committee also discussed concerns about international students including academic integrity. She said they may do a survey of faculty on the issues about international students.

They also have been discussing the smoking policy and issues with enforcement as well as what types of smoking should be regulated (cigarettes, e-cigarettes, medical marijuana).

Machalinski is especially concerned with the consequences of the large increase of international students. She can't teach her class how she usually teaches her class because of several issues around international students.

Deason said the cumulative grade point average for international students is pretty high but she wonders how they are getting these grades when they struggle with the language and other barriers.

Keating said many of her international students ask for a failing grade if they are not getting an A and this is why they have high GPAs. She does not do that but there are many instructors that do.

Freytag said there are difficult conversations that need to take place not just international students but other students that impact the classroom because of behavior, disabilities, etc.

Colber said she had students who when they know they are not doing well, they stop doing the work so they will get an F. She changed her class for the following semester so it wasn't just a do over.

14. ADJOURNMENT

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*