



FACULTY SENATE COUNCIL MEETING**AUGUST 26, 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: Laurie Lema (President), Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Maria Dorado (Counseling), Catherine Machalinski (Biology and Health Sciences), Peter Churchill (Business), Marva DeLoach (Library), Marcia Goodman (English), James Magee (Math/CompSci), Craig Gerken (Physical Science/Engineering), Theresa Flores-Lowry (Kinesiology), Buzz Holt (Social Sciences), Joe Gorga (SRC), Valerie Colber (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Hopi Breton (Applied and Fine Arts)

GUESTS: Newin Orante, Beth Hauscarriague, Rachel Westlake, Shane Lewis (Inquirer Copy Editor)

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

1. APPROVAL OF AGENDA OF AUGUST 26, 2014 AND THE MINUTES OF AUGUST 13, 2014.

It was MSC to approve the agenda of August 26, 2014. The following members all voted aye: McBrien, Freytag, Churchill, Holt, DeLoach, Machalinski, Goodman, Magee, Gerken, Flores-Lowry, Gorga, Colber. No nays. No abstentions. Approved.

It was MSC to approve the minutes of August 13, 2014 with corrections. The following members all voted aye: McBrien, Freytag, Churchill, Holt, DeLoach, Machalinski, Goodman, Magee, Gerken, Flores-Lowry, Gorga, and Colber. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Lema introduced Joe Gorga as the new SRC representative.

Machalinski commented that several of her colleagues have had extreme difficulty trying to sign up for a class. She said it's a miracle anyone manages to fight through the process.

Machalinski said when she went to log into Insite; it now takes you through a new screen that asks for your cell phone and some other information. She said this is adding a barrier for students trying to register.

Dorado said student's Education plans are being transferred to WebAdvisor. She said counselors have 30 minutes to meet with students and they are often not able to complete adding classes with them because it is difficult and slow to get into WebAdvisor.

Machalinski said she had an international student that had a medical emergency on the first day of class and was taken to the hospital by ambulance. The student was not able to tell her who to call and she did not know who to contact at the college to get her emergency contacts.

4. ANNOUNCEMENTS

None.

5. APPOINTMENTS

Budget Committee

Toni Fannin, English

FSC Distance Education Committee

Andy Kivel Library, (formerly manager/now faculty)

Accreditation Advisory Group

Andy Kivel, Library (formerly manager/now faculty)

Scheduling Committee

Seyyed Khandani, Physical Sciences Division

Integration Council

Bill Oye, Social Sciences

Anne Horeis, SRVC

ASCCC Chancellor's Office Advisory on Counseling

Christie Jamshidnejad, Counseling

Tutoring Advisory Committee

Joe Hickey, Chemistry

It was MSC to approve the appointments listed above. The following members all voted aye: McBrien, Freytag, Churchill, Holt, DeLoach, Machalinski, Goodman, Magee, Gerken, Flores-Lowry, and Colber. No nays. No abstentions. Approved.

6. SENATE GOALS FOR THE YEAR

Council reviewed the proposed goals with the changes recommended at the previous meeting. They made a few more recommendations to some wording for clarification and added a few bullets under some of the goals. These were all noted and will be incorporated. This document will come back for final approval.

7. FACULTY SENATE COUNCIL BYLAWS

This item was postponed due to time constraints.

8. STUDENT EQUITY PLAN

Beth Hauscarriague and Newin Orante attended the meeting to discuss with Council the strategies for implementing the Student Equity Plan and the Student Success Services Program (3SP) as they are intertwined. Hauscarriague reviewed with Council the draft budget for the 3SP. She said the budget and state forms are still evolving. She said the plan is due to the state by October 17. She and Orante will be attending a training September 16 and 17.

Hauscarriague explained our initial allocation for 14-15 is \$2.2 million, but we won't know the final allocation until the end of September. This plan does not require Board approval so will go directly to the state. She said the plan itself is still a rough draft. She said the plan includes specific information about the services we offer. It also includes a lot of information about our strategies to implement the plan.

Hauscarriague is now bringing the draft plan to various college bodies for feedback. In response to a question about the funding formula, she said this year the funding is based on the old Matriculation formula. Then the new funding formula will be phased in over the next couple years. Orante added that it is a challenge writing the plan when they don't yet know what our final allocation will be and the report is due soon. Hauscarriague said also we need to

decide where we will be focusing our resources. She said this year she would like us to consider focusing on training. Orante and Hauscarriague explained the plan will not have a lot of specific details on how we will be implementing it but will have broader statements that will allow us some flexibility in what we do as long as they are in the four areas that need to be addressed in the plan. Hauscarriague said even though we don't know how much funding we will receive in subsequent years, when we know our funding for this year; we will know we have at least 80% of that the following year. Council discussed funding positions out of money that could go away.

Orante told Council the Student Equity Plan is another plan required by the state. Initially the state was going to fund it with \$100 million but it has been reduced to \$7 million. We are anticipating about \$897,000 for DVC. He said this is potentially one time funding. He said this plan has the same challenge as the 3SP plan because we are writing our plan but we won't officially know our funding until next week. He said over the summer the District pulled data on how we are addressing the five indicators required. He said this time we are not just looking at the data within each indicator but also their relationship to each other and the impacts. Orante pointed out that we also need to show disproportionate impact based on the five indicators. He explained there is a formula to calculate our proportionate/disproportionate impact. Orante said the District also pulled data that allows us to dig deeper into the indicator data. He reviewed some of the comparisons that they have done with the data.

Orante reminded Council that this is not a stand-alone plan and they are working on developing a crosswalk with our other plans such as Developmental Education and the Strategic Plan. He said also we have already begun working to address things that have been revealed by looking at the data.

Lema thanked Hauscarriague and Orante for all their work. She asked Orante to please send a blank template of the plan to the Council so they can see what we have to do. These plans will be back on the September 9 agenda.

9. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake told Council the Scheduling Committee met the previous week and looked at the enrollment numbers. She said at the end of last year we finished about 300 FTES below our goal and the other colleges in the district were below theirs also. So the District will probably decide to go on stability this year. That means 15-16 we will need to make whatever FTES goals we set for ourselves. That means this year we will work to build our FTES. She said we did grow over the summer but it applied to last year. Right now we are about even to the FTES we had at this time last year. We have added 59 FTEF to the Spring schedule to help us grow. And we did a lot to allow for as much FTES as possible this semester. We are working on strategies on how to increase our FTES and sent several people to conferences and workshops over the summer to learn about strategies. She said one strategy is to create classes for high school students to teach them what they can do to be successful college students.

Westlake said the college is working on getting larger classroom space that would allow us to have more large classes. And we are working at increasing our lab spaces.

Westlake said we are in the middle of three separate hiring processes for three positions that will be hired in the spring. And there are three additional positions that will be announced in the spring. And then we are planning to have the Box2A early to get the process started as soon as possible. She said we also have those that worked on the hiring process last year talking about what worked well and what can be done better to help improve the process. Lema said she talked with President Garcia that as we are developing a staffing plan, if the college could come to some type of agreement about the replacement of faculty retirees. Lema said when faculty retire they are typically at the top of the pay scale and new faculty aren't so maybe there is maybe some type of formula that the college could agree upon.

10. PRESIDENT'S REPORT

Lema reviewed with Council District Business Procedure 18.04, Academic and Classified Senate Budget Guidelines. She pointed out the procedure states the total budget for all three college Senates is \$100,000. Out of that each college gets a base of \$15,000. The remainder of \$55,000 is allocated to the colleges based on FTES. Lema said the Senate had a lot more money previously in part because of unspent rollover funds each year. The current procedure no longer allows us to rollover funds. . Lema reviewed the expenses the colleges are mandated to pay out of their budgets. She said after the mandated expenses, we need to pay for attendance by the Senate President at Plenary sessions, the Curriculum Chair at the Curriculum Institute, and if needed to send the incoming Senate officers to the Leadership Institute. She said our Senate also covers one month salary and benefits for the administrative secretary in the senate office. Lema then reviewed with Council the projected budget for 14-15 based on 13-14 expenses. She said we also pay reassigned time for the curriculum chair and the Senate Vice-President.

She pointed out in the projected budget we have a remaining balance of about \$300. She explained several years ago when the Senate had more money, the Council agreed to pay stipends to two part-time representatives \$1000 each per semester for a total \$4000 a year. With our new budget formula those stipends are roughly 10% of our budget.

Lema said at this time we need to announce the part-time representative election but we should resolve the issue of a stipend before the election. The election process takes four weeks so we need to get the announcement out and continue the conversation about stipends.

11. COMMUNICATION TASK FORCE

This item was postponed due to time constraints.

12. ADJOURNMENT

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

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*