



FACULTY SENATE COUNCIL MEETING

January 28, 2014

APPROVED

PRESENT: Laurie Lema (President) Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Katrina Keating (Representative-at-Large), Cheryl Martucci (Math/CompSci), 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: Rick Godinez (SRC)

GUESTS: Rachel Westlake, Ted Wieden, Adam Bessie, Judy Myers

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

1. APPROVAL OF THE AGENDA OF JANUARY 28, 2014 AND THE MINUTES OF DECEMBER 10, 2013.

It was MSC to approve the agenda of January 28, 2014. All in favor. Approved.

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

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Gerken said in his division they had some challenges at the start of the semester with pre-requisites not being fully vetted. He said they had some students on rosters for part 2 of a course that had failed part 1. He said he was amazed to find out they are still tracked manually!

Keating said at the last Budget Committee meeting, they discussed that funding for college wide maintenance and repair such as leaking pipes, etc. that do not fall under one particular program is missing from the process. She said we need to work on a way to routinely fund these things but suggested for now everyone should put things they are aware of in their program reviews.

Keating said the Budget Committee also discussed presenting a fall flex workshop on the DVC budget process.

Keating said she has a concern with how decisions about spending of categorical funding are made as they are not part of the budget process.

Churchill said we have a smoking policy in place but we are now having issues with e-cigarettes. He said his division agreed to include rules about e-cigarette use in their syllabi.

Machalinski said a draft of a form coming out of the Curriculum Committee has the sole signatory for summer course substitutions as the dean. Machalinski said her dean does not think that is a good idea.

4. ANNOUNCEMENTS

Flores-Lowry reminded Council the Athletics Department Poker Tournament is this Saturday at 6pm in the Diablo Room.

Patton told Council nominations are being accepted for the State Classified Exemplary Award. Everyone in the district received an email about it. She encouraged faculty to nominate a classified they feel is deserving of the award.

Lema told Council it's time to select a Faculty Lecturer for this year. She asked each Council member to please send her a name of someone from their division by Monday.

Lema told Council it is time to nominate a faculty member for the Contra Costa Teacher of the Year Award. The nominations are rotated through the three colleges in the district and this year it is DVC. She asked each Council member to please send her a name of someone from their division by Monday.

5. APPOINTMENTS

District Wide Committee

Sabbatical Leave

Toni Fannin – English (replacing Melissa Jacobson)

It was MSC to approve the appointment listed above. All present were in favor. Approved.

Lema shared with Council faculty who were appointed by their divisions to serve on Senate committees, which do not need Council approval. She said although these do not need Council approval, since these are Senate Committees, Council should know who is serving on Senate committees.

Division Appointment Information

Faculty Senate Student Services Committee

Biological and Health Sciences Division

Mike Lang-Moreland- Horticulture (replacing Martha Dixon)

Physical Sciences and Engineering

PSE Laura Burns – Chemistry (replacing John Rodriguez)

Student Learning Outcomes Assessment Committee

Business Division

Martha Laham – Business

6. ACCREDITATION

Lema reminded Council she had assigned them sections of the Accreditation Report to read and provide feedback, either through Google docs or verbally at this meeting. Ted Wieden, ALO was in attendance to collect the feedback and answer any questions.

Wieden reminded Council this is the routine part of the accreditation cycle. We are not on any sanctions or submitting other special reports. He explained the drafts of the report will be available on Google docs until February 1. It will then be closed so the writing groups can begin revisions based on the feedback. He reminded Council in addition to the four standards we also have to address the eligibility requirements. Eligibility Requirements are the basic criteria that must be met by all institutions in order to be declared candidates for Accreditation. And we need to respond to recommendations from the last self-evaluation report.

Wieden told Council our report is over 500 pages. This is longer than most accreditation reports and a lot for the team to have to read. We need to trim it down so he and Becky Opsata, the technical writer, will work on eliminating redundancies and reducing some sections. He added that our report will still be longer than average because we have a lot of accreditation history to address because of our Show Cause. Wieden explained how the report will be organized to help the visiting team do their job. He said the evidence will be electronic and there will be hyperlinks within the electronic report to the evidence so the evidence will not have to be in hard copy.

Lema asked Council to provide feedback on their assigned sections.

I.A; I.B – Churchill said it was good. No report.

II.A.1-3 – DuLaney-Greger made comments on GoogleDocs. She said there needs to be clarification on the use of ESL versus ELL. DVC has an ESL program. We serve ELL students (primarily international students). She had some concern about the description of the English assessment process and the use of Accuplacer. She recommended they contact Katy Agnost or Sonja Nilsen. She recommended including in evidence the recently approved Certificate of Accomplishment for ESL (II.A.2), and to maybe add a list of our transfer degrees in II.A.3.

II.A.4-8 – Machalinski said it was good and had no further comments.

II.B.1-2 –Martucci said she thought it was good and had no further comments.

II.B.3-4 – Dorado said the Career Center does not do career planning or educational planning and that reference should be removed.

II.C – DeLoach said the Library section looks good, the Media Services section looks ok, and the Computer labs section looks ok. But the Tutoring section needs some work.

III.A – No report

III.B – Breton said her comments are on GoogleDocs. She said there is too much emphasis on evidence and it may have caused some people to not comment. Colber agreed with Breton’s comments.

III.C –Freytag said he commented in GoogleDocs. He is concerned about accuracy (e.g. Number of computer labs) and in some areas it has an antagonistic tone. Wieden responded that it has been toned down.

III.D – Gerken said he was unaware that the governance co-chairs meet regularly. He asked if this is a violation of the Brown Act. Lema and Wieden responded that there is no violation. It is not an action meeting but a coordination meeting. Otherwise, Gerken had no further comment.

IV.A – Holt said there were no issues. McBrien said we need to be sure that there is alignment with Standard I.B.

7. ACCREDITATION RESOLUTION

Adam Bessie shared with Council a resolution that the English Division would like the Faculty Senate Council to pass. The resolution addresses the work of the ACCJC and the termination of accreditation of CCSF. He said other colleges and organizations have already passed this resolution. A list of Bessie’s talking points was distributed to Council.

DuLaney-Greger moved that the FSC adopt this resolution. Holt seconded the motion. Lema opened it up to discussion.

McBrien asked if this resolution isn’t more of a critique of the people on the ACCJC. Bessie responded that it is about the actions of the commission not about individual members.

McBrien said she is not sure what this accomplishes, and it has a negative tone.

Colber said we should state how we want it to change. Bessie said there are recommendations for change in the resolution.

DuLaney-Greger asked what we would accomplish by not passing it. She said it would show we are ok with what the ACCJC does.

Judy Myers said the ACCJC serves us and they have not been doing a good job. And now it has come to a head at CCSF.

Freytag said he appreciates the concern but agrees with McBrien. He does not see any benefit for us or for CCSF. He said if we don’t pass it, we will be engaging the visiting team with no previous bias related to this resolution. He cautioned that there are people out there that go through public records to see what positions faculty support. He feels other colleges on sanctions could be harmed by this resolution.

Churchill said this resolution leads us nowhere. What we should do is get the media on the issues with ACCJC.

Breton said she supports this but does not want to vote before getting feedback from her division. She feels we can pass this and also do a good job in our accreditation work.

Keating said in regards to Freytag’s statement a particular person from California Competes who trolls through faculty senate records to look for “evidence” that the faculty are the problem.

Wieden explained the commission is 19 members of which 5 are faculty so we do have faculty on the commission to reach out to. And as their terms end there are opportunities to nominate more faculty to the commission.

Holt said this is political agitation and it is what we should be doing. He said the more colleges that pass this, the more we can achieve.

Bessie said he agrees it should come back for a vote so the Council members can talk to their divisions.

Keating said Council members should share the concerns from both sides with their divisions.

McBrien said what works is to get inside the institution and learn the language, and how the process works to make things change for the better.

8. PROGRAM REVIEW TASK FORCE

Lema reviewed with Council a draft charge and membership for the Program Review Task Force. She met with Westlake and Schenk to develop the draft. She said the goals are to improve the process, timelines and templates and to make the process more collaborative between the disciplines and the units (administrative, student services, instruction).

McBrien asked if the Task Force will look at how Program Review ties into the Strategic Plan. Lema said that

could be one of the discussion items the Task Force examines when reviewing steps in the process of Program Review.

It was MSC to approve the proposed charge and function for the program review task force. All present were in favor. Approved.

9. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake reviewed with Council the latest enrollment report that includes data from spring semester 2013. She said we are below our goal but we still have late start, mini-sessions and intersession. We are anticipating we will be 200-300 under target so we will have to borrow FTES from summer.

The scheduling committee has agreed to do a fair amount of growth in the fall semester. Our productivity target is currently 16.6 and next year we are looking a target of 16.7.

Dorado asked if Westlake has a sense about the effects of the new repeatability rules on enrollment. She said she has referred some students to other districts if they are ineligible to repeat a class they need here. But then those students often end up taking their full course load there. Westlake said the biggest impact is probably in Kinesiology but it also is impacting music and art.

Keating said she is confused that we are targeting enrollment growth but then we are cancelling classes. In her area they had cancelled a class early because of low enrollment only to have to add it back in right before the semester. Westlake said the theory is if there are areas with a lot of excess capacity a few weeks before classes, taking into consideration past trends, classes with very low enrollment are cancelled with the hope those students will enroll in those areas that have a lot of room still and that load can be used in areas with high demand. There are times where they do allow classes that have an enrollment of 15-20 to go because we want to hang onto the FTES.

Westlake told Council we opened up 10 full-time faculty positions. One has been filled by a transfer from a sister college. When they made the decision to open 10 positions, they had five retirements that had been submitted and were anticipating 5 more. Since that time, seven more retirements have been submitted and they are still anticipating more. So there will probably be another Box 2A and maybe do some off cycle hiring.

Eligibility for this Box 2a will be the Title 5 updates and SLOs that were due on December 31, 2013. She said all Title 5's have been completed. There are some missing SLOs from Social Science, Applied and Fine Arts, Business, and Math and Computer Science. They have until January 31 to get the information in but the assessments need to have been done in fall 2013. In the near future we need to settle the relationship of SLOs for courses that are being offered at SRC and Pleasant Hill.

10. PRESIDENT'S REPORT

This item was postponed due to time constraints.

11. FACULTY TECHNOLOGY USE SURVEY

Freytag said the number of responses to the Faculty Technology Use Survey were slightly less this time compared to last but there were still a good number of responses. He said overall it shows that things have improved significantly in some area. He reviewed with Council a summary of the results from last time compared to the results this time. He said there are still some areas of concern including D2L communication capabilities, computer labs, and the age and functions of classroom technology. There was also a lot of dissatisfaction with the lack of support in the evening. He said faculty are generally happy with the portal. He will have the Faculty Senate Office send out his summary to Council.

12. ADJOURNMENT

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

