



**FACULTY SENATE COUNCIL MEETING
MARCH 11, 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), Katrina Keating (Representative-at-Large), Peter Churchill (Business), Hopi Breton (Applied and Fine Arts), Marva DeLoach (Library), Keri DuLaney-Greger (English), Craig Gerken (Physical Science/Engineering), Catherine Machalinski (Biology and Health Sciences), Theresa Flores-Lowry (Kinesiology), Rick Godinez (SRC), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Cheryl Martucci (Math/CompSci), Maria Dorado (Counseling), Buzz Holt (Social Sciences), Valerie Colber (Part-time Faculty Representative)

GUESTS: Rachel Westlake, Cathy Walton-Woodson, Dan Kiely, Andy Kivel, Kris Koblick
The meeting was called to order at 2:00 p.m.

1. APPROVAL OF THE AGENDA OF MARCH 11, 2014 AND THE MINUTES OF MARCH 4, 2014.

It was MSC to approve the agenda of March 11, 2014 as revised to include a vote on the Faculty Lecture selection; and the VPI is not present so the Senate President will report during that time on the agenda. The following members all voted aye:

McBrien, Freytag, Keating, Breton, DeLoach, DuLaney-Greger, Gerken, Churchill, Machalinski, Flores-Lowry, Godinez. No nays. No abstentions. Approved.

It was MSC to approve the minutes of March 4, 2014.

The following members all voted aye:

McBrien, Freytag, Keating, Breton, DeLoach, DuLaney-Greger, Gerken, Churchill, Machalinski, Flores-Lowry, Godinez. No nays. No abstentions. Approved.

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

Breton said her division would like to have more discussion with President Garcia about the Bond Project list.

4. ANNOUNCEMENTS

None

5. APPOINTMENTS

None.

5A. FACULTY LECTURER

Lema said she is nominating Katrina Keating for this year's Faculty Lecturer and asked Council for confirmation of the selection. She said Keating will be talking about her journey to Southeast Asia with a focus on education told

through photographs and personal stories.

It was MSC to approve Keating as the 2014 Faculty lecturer. The following members all voted aye: McBrien, Freytag, Breton, DeLoach, DuLaney-Greger, Gerken, Churchill, Machalinski, Flores-Lowry, Godinez. No nays. Keating abstained. Approved.

6. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

This item was postponed due to the absence of the VPI.

6A. PRESIDENT'S REPORT

Lema said the College Council looked at a couple proposed procedure revisions. The first was the Grant Approval Process. Lema commented that the Grant Office is housed in the Foundation Office. She will find out more about the relationship between them. Lema said she has a concern about grants that are obtained by an area or program that could have ripple effects on other areas. She said the process states stakeholders will be notified. She feels that if the grant would require work from another area, that area should be more than notified. They should be part of the decisions about their involvement in the grant which is more than being notified. Lema said another part of the discussion at Council was whether or not the form should be part of the procedure or just referred to in the procedure.

McBrien cautioned that sometimes the timeline for grants is really short and we don't want our process to delay applications.

Lema said no decision has been made yet by the College Council and this will come back on their next agenda.

Lema said the College Council also discussed the Smoking Policy. She said it had been working when it was first adopted but now there are issues with e-cigarettes and pot smoking on campus. She asked Council to gather feedback on the proposal and any suggestions for revisions.

Lema said the DVC Strategic Plan is on the next Governing Board agenda for final approval.

7. TECHNOLOGY PLAN

Dan Kiely reviewed with Council the changes they made to the draft Technology Plan based on the Council's feedback. He said there is no need for a vote at this meeting.

Kiely distributed to Council a report about the Horizon Project that is mentioned in the Plan.

Kiely said the IT Committee is working with Percy Roper to address the issue with tech services in the evenings. He said at this time there is only one tech working until 9pm but there are a lot of action items in the plan about increasing IT staffing. He asked Council to review those action items and let him know if they think they are adequate.

Breton asked if the plan addresses support for Macs. Kiely said President Garcia had brought up the issue of having standards and recommended the removal of an action item pertaining to that and inserted that there needs to be a reason of why someone needs a Mac, for example the graphics office. Kiely added that at LMC there standards don't allow laptops. Lema said she would like to know what other colleges our size provides in computers for their faculty. She said if other colleges have options of laptops and Macs in addition to desktop PCs and they get the support they need, then we should also.

Machalinski brought up the point that part-timers do not have support because they have to use their personal computers to do their job and our IT does not support personal computers. Lema added that we are not supposed to call for help if we are working from home on our personal computer. Support should be available to help people do their jobs. Kiely was not aware of that and said he would look into it.

Freytag said there are those that could not get a computer when there was no money so they bought their own and now they can't get support. He said the administration can't have it both ways. If they want us to do more work, they need to support it. Kiely explained we used to have an Executive Dean for Technology who sat in President's Cabinet and on the IT Committee. Now we don't have that direct line anymore. He said there is also the issue if the relationship to the District regarding technology.

McBrien suggested the Integration Council and the IT Committee have regular conversations to make sure technology resource needs are being addressed. Kiely said there used to be an IT Committee representative on the IC but we don't have one at this time.

DuLaney-Greger thanked them for all their work. She asked why the Finance manager oversees this plan when it seems it should fall under an instructional manager. Kiely said it is a holdover from past practice. He said when we eliminated the Executive Dean over Technology; the IT Committee sort of lost its moorings. Through this plan they are working to reinsert themselves into college processes regarding technology.

Kiely said they also revised the language in the plan regarding MOOCs based on Faculty Senate feedback. He said the IT Committee meets this Thursday and will work to have a close to final draft by Friday.

8. INTEGRATION COUNCIL UPDATE

McBrien said the IC has been reading Program Reviews and what has come up as priorities are that we don't have enough classrooms, we don't have enough technology in classrooms; and the need for faculty hires. She said they should be done ranking the resource requests by the end of the month. She said this time they are banding funding levels depending on how far the budget goes. There will be a band for recommending items not to fund this time. Freytag said the English Division had equipment stolen or damaged and had to replace it out of their operating funds. Yet there have been other situations where equipment was replaced with funds other than department funds. He said this is something we don't put in Program Reviews because we don't know that it will happen. McBrien said the president does have an emergency fund that could be used for situations like that.

9. BUDGET COMMITTEE UPDATE

Keating reviewed with Council the draft Budget Plan. She said the Budget Committee is recommending an increase in operational funds, funding for Human Resources and some for facilities. She explained they are working with a combination of one-time and ongoing funds. She explained the 10% increase to operational funds is out of one-time funds but will be phased into ongoing funds over the next few years. She said they also are recommending an allocation to cover breakage in science labs since we can no longer charge a fee. She said these allocations are for next fiscal year.

Keating explained the recommendations for an allocation for facilities with an urging to use it for bathroom repairs which came from the Budget Committee and not out of Program Reviews.

Lema said this plan will go out to all constituency groups. Budget Committee will take the feedback and make their final recommendation to the College Council who will then decide what recommendations to forward to the president for final approval. The president can make adjustments if he chooses.

McBrien said there is still a disconnect between college-wide plans and resource needs that are not included in program reviews because they do not fall under one particular area. She suggests the Budget Committee when making funding recommendations, discuss these types of resource needs with whichever manager they fall under. She said we also should have ongoing dialogue to clarify and improve the process.

Lema said College Council talked about the recommendation a 10% increase budget across the board. She suggested Council discuss whether there should be a 10% across the board increase to all operational budgets or whether increases should be based upon need. Keating said the Budget Committee did discuss this issue and that is partly why they recommended funding the lab breakage. She added that we lost our VP of Business and Administration in the middle of the Budget Committee process and were not able to complete those discussions yet.

Lema asked Council to gather feedback on the categories of funding recommendations and the amounts for each.

10. COMMUNICATION TASK FORCE

Postponed due to time constraints

11. PROFESSIONAL DEVELOPMENT PLAN

Kivel said he has not made any changes to the plan since the last time Council discussed it. He said he would like more specifics on the faculty perspective before making any changes. He said one thing in particular he would like help with is addressing required resources. He suggested a faculty writing group assist with some of these particulars including what a budget and program model might look like. He said they could develop specific scenarios that could then be discussed and then make recommendations.

Kivel said the writing group agreed on everything in the document except there was some objections from classified members about language that stresses professional development for faculty. He understands professional

development is for all employees but the main focus is faculty. He said the group did talk about some staffing scenarios but it was not going anywhere so he stopped those discussions. He said Classified felt that having professional development run by a faculty member keeps classified from getting their needs on the agenda. He said he feels it does need a faculty member running it but, the classified staff should be a partner in setting the agenda.

Lema said she will pull together a work group and work with Koblick on suggestions revisions to the draft plan.

12. ADJOURNMENT

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*