

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

FACULTY SENATE COUNCIL MEETING**APRIL 1, 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), Cheryl Martucci (Math/CompSci), Craig Gerken (Physical Science/Engineering), Catherine Machalinski (Biology and Health Sciences), Buzz Holt (Social Sciences), Theresa Flores-Lowry (Kinesiology), Rick Godinez (SRC), Valerie Colber (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Maria Dorado (Counseling)

GUESTS: Rachel Westlake, Cathy Walton-Woodson, Dan Kiely, Ellen Kruse, Laury Fischer, Kenyetta Tribble, Yvonne Canada, Dennis Franco, Beth Hauscarriague, Kimberly-----, Todd Farr

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

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

It was MSC to approve the agenda of April 1, 2014. The following members all voted aye: McBrien, Freytag, Keating, Churchill, Breton, DeLoach, DuLaney-Greger, Martucci, Gerken, Holt, Machalinski, Flores-Lowry, Godinez, Colber. No nays. No abstentions. Approved.

It was MSC to approve the minutes of March 11, 2014.

The following members all voted aye:

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

2. 3SP

Dennis Franco said the Education Planning software went live the previous week. Students can now access it through the portal. Franco demonstrated for Council how students access and navigate the program online. He said there is also access for advisors. He showed the steps that students must take to complete their educational planning. The steps are: apply to DVC, complete the online orientation, take the assessment tests, register for Counseling 95, and then develop their actual plan. After they have completed the steps, they can register for classes. If students do not complete the steps, they will be given the lowest priority registration date. Franco showed the information students can access in the program. It shows what courses they need to complete their major or certificate; their progress in their plan; they can access course descriptions; and they can view what is required for other majors or certificates. Finally, they can actually register for classes directly from the planning program and can view their schedule to help them plan their days.

Council asked if it is accessible by faculty to help students with planning their course sequencing for certain degrees and certificates. Beth Hauscarriague said they have not decided yet who will have access. She said there is a course sample plan that they have not activated yet that could be attached to a program to show the order in which they should take the courses.

Holt asked if we have ever thought of letting people register a year or two ahead. Lema said the Scheduling Committee should discuss that.

Kenyetta Tribble provided Council information about assessment testing. She said they will be expanding the testing lab to accommodate the increases that will be occurring because of the new requirements as part of the Student Success Act. She said also as part of our high school outreach, they are working with the students to help them understand why they take assessments, and the process.

Yvonne Canada provided information to Council about the new required orientation process. Students first take an online orientation and the assessment tests before they can enroll in Counseling 95. They are then advised to make a counseling appointment. She explained the online orientation consists of 6 modules and a quiz after completing each one.

Hauscarriague said students can currently register the old way through WebAdvisor but that will be phased out eventually. Machalinski suggested there be a flex activity to show faculty how this works so they can encourage students to use it.

3. TECHNOLOGY PLAN

Dan Kiely told Council he received some feedback from College Council on the Technology Plan that included a recommendation to add information about student accessibility, and the Student Success Act, but he has not yet made the changes. He said the recommendations from the Faculty Senate have been incorporated in the latest version.

Council agreed they want to see all the recommendations incorporated into the document before they vote to endorse it. This item will be on the next agenda and Kiely will send out the updated version prior to the meeting.

4. PUBLIC COMMENT

None.

5. COUNCIL COMMENT

Holt said he hopes we reconsider our hiring process. He was on the screening committee for the faculty hire in history. He and the other person on the screening committee each had to read all of the 233 applications. He said this process does not work. It takes an inordinate amount of time and after reading so many applications, it is difficult to keep them separate in his mind.

Colber said there is a big problem with students parking in faculty/staff parking. And especially when it is raining it becomes more of a problem.

Colber said she would like Council to have a discussion about participation in shared governance.

6. ANNOUNCEMENTS

Lema said the Dinner Theater the previous Friday had a great turnout. There were 70 people in attendance. The food and the play were both really good.

Lema announced the Faculty Lecture is scheduled in the evening on April 15 with a reception following. And again on April 23rd from 2:30-3:30. Both times it will be in the Trophy Room. She said she would like to see Council members there and for faculty to encourage their students to attend.

7. APPOINTMENTS

Lema explained the Council isn't required to vote on the selection of a graduation speaker but she is bringing it forward to them for their endorsement.

2014 Graduation Speaker

Marva DeLoach.

**It was MSC to approve the selection listed above.
The following members all voted aye:**

McBrien, Freytag, Keating, Churchill, Breton, DuLaney-Greger, Martucci, Gerken, Holt, Machalinski, Flores-Lowry, Godinez, Colber. No nays. Deloach abstained. Approved.

8. DEVELOPMENTAL EDUCATION PLAN

Ellen Kruse explained to Council the Foundations for College Success Committee is responsible for Basic Skills funding. Because there are activities that are funded through them, they decided to bring their committee into the governance structure and not just be a committee that disburses money. They saw the need to do long range planning for those activities, so they have written a plan. She said the plan calls for a Developmental Education Committee and Foundations for College Success will be a part of it. She sees it as a Faculty Senate committee. Laury Fischer added that the plan ties into our College Strategic Plan. Kruse said they would like the plan to be approved this academic year and then the discussions about the membership and charge of the committee can begin.

Lema asked if they have heard any “hot button” issues that need to be addressed in the plan. Fischer said they have been hearing about problems at the point of entry – registration. It is not intuitive and there have been many problems. He said the other issue they are hearing about is the future of tutoring. There are some things to be smoothed out in our tutoring across the curriculum model.

Kruse and Fischer will come back to the next Council meeting to hear feedback.

9. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake told Council about a part-time Faculty recruitment event Kruse is putting together. Westlake said the event will include a panel discussion by some full- and part-time faculty, and an opportunity for participants to meet with the department chairs and deans in their disciplines.

Westlake gave acknowledgement to the comments about how hard it is for hiring committees to have to read so many applications. Keating commented that she knows of several faculty that spent their spring break reading applications, or got substitutes for their classes so they would have time to read all the applications. Machalinski said we had this conversation about 20 years ago. She said at one time it was decided to split up the applications so each hiring committee member did not have to read every application. Lema reminded Council last year we did a debriefing after the hiring process was completed. And since we will be doing a lot more hiring over the next several years, this needs to be resolved.

Westlake said there is more work being done on course families and it needs to be done before registration begins. Lema said we have an MOU between the three college curriculum chairs about coordinating the categories of course families. She said she understands there are some issues that have arisen. The MOU states the Curriculum Committee send courses back to the disciplines if there are concerns that come up with them. And if there are conflicts at the district level, the three chairs are to work them out. However, we don’t have a remedy in place in the case the chairs cannot work it out. She said one of the concerns is there can be several perspectives on the interpretation of the regulations. She said there are concerns about possibly being audited and financially penalized if we are not accurately following the regulations. And there are also degree and program implications if we are out of compliance. She added that we have some disciplines that have worked within the guidelines, but we have other areas that don’t want to change things they feel are working well.

Westlake said we are fully in compliance with SB 1440. We now offer as many ADT’s as we have local transfer degrees with a transfer model curriculum developed. A newer bill, SB 440, requires that we offer ADT’s in the exact disciplines for which we have local transfer degrees and for which a transfer model curriculum exists. There are some barriers regarding unit totals that we will need to address to achieve this goal. There is work being done to design a SCIGETC for students in certain high unit majors.

10. PROGRAM REVIEW TASK FORCE

Lema said the Program Review Task Force has met a few times. One thing they have seen is that the depth and quality of Program Reviews have greatly improved over the last two cycles. She said the next steps are to evaluate how well the cycle is working, and to integrate Student Services, Administrative and Instruction program reviews. She said they also talked about how to integrate programs or needs that don’t fall under one particular area. She said they have begun discussing the cycle timeline so the comprehensive program reviews are less frequent but ensure that regular updates are included in the cycle. McBrien said we also need to ensure the Program Reviews are giving the Integration Council enough information to make decisions for ranking requests. Lema said we also need

to make sure the timeline gives the IC time to have thoughtful discussions about things such as links between programs that could help coordinate work and requests. McBrien commented that it is not a good idea to split up the reading of the Program Reviews by the IC members. It is better if each of them reads them all to better identify those links.

Lema said there has been some discussion about staggering how many Program Reviews are done each year to lessen the number that must be read each time.

11. PRESIDENT'S REPORT

Lema told Council President Garcia will be at the next meeting and will be talking about grants, and facilities redevelopment. She reminded Council they can send requests to her if they would like Garcia to address a topic with the Council.

Lema shared with Council the program for the upcoming Plenary Session. She said to contact her if anyone wants to attend part of the session that is of interest to them. She said she also sent a link to the resolutions out to Council. Lema pointed out several resolutions that particular areas might want to look at and let her know their positions.

12. ADJOURNMENT

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

