

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

FACULTY SENATE COUNCIL MEETING**APRIL 8, 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), John Freytag (Corresponding Secretary), Katrina Keating (Representative-at-Large), Peter Churchill (Business), Hopi Breton (Applied and Fine Arts), Maria Dorado (Counseling), Marva DeLoach (Library), Keri DuLaney-Greger (English), Cheryl Martucci (Math/CompSci), Craig Gerken (Physical Science/Engineering), Catherine Machalinski (Biology and Health Sciences), Theresa Flores-Lowry (Kinesiology), Valerie Colber (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: Beth McBrien (Vice President), Rick Godinez (SRC), Buzz Holt (Social Sciences)

GUESTS: Rachel Westlake, Peter Garcia, Dennis Franco, Ellen Kruse, Laury Fischer, Cathy Walton-Woodson, Dan Kiely, Scott MacDougall, Michelle Krup, Kris Koblick

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

1. APPROVAL OF THE AGENDA OF APRIL 8, 2014 AND THE MINUTES OF APRIL 1, 2014.

It was MSC to approve the agenda of April 8, 2014. The following members all voted aye: Freytag, Keating, Churchill, Breton, Dorado, DeLoach, DuLaney-Greger, Martucci, Gerken, Machalinski, Flores-Lowry, Colber. No nays. No abstentions. Approved.

It was MSC to approve the minutes of April 1, 2014.

The following members all voted aye:

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

2. PUBLIC COMMENT

None.

3. COUNCIL COMMENT

None.

4. ANNOUNCEMENTS

Colber said the UF Benefits Conference was a success and was well attended.

Keating congratulated Maria Dorado for her 5 years of service, Beth McBrien for her 10 years of service, and Kerri DuLaney-Greger for her 15 years of service.

Lema shared the poster announcing the Faculty Lecturer. Katrina Keating will talk about her travels through South and Southeast Asia and her observations about their education systems. The lecture will be presented on April 15 in the evening with a reception following, and again on April 23 from 2-3pm. Lema encouraged Council members to attend and to encourage their colleagues and students to attend also.

5. APPOINTMENTS

None.

6. INTERIM VICE PRESIDENT OF INSTRUCTION REPORT

Westlake said the Scheduling Committee met the previous Friday and they have started looking at next year by reviewing data from this year. She said we are short by about 350 of our FTES goal for this year so we will be borrowing from the summer. Next year the goal is to get as much FTES as we can and maintain at least the same productivity level as this year which is about 16.6. One strategy is to reach out to other types of students.

They have grown the Fall 2014 schedule quite a bit and they will begin strategizing on the Spring 2014 schedule. There has already been some growth built into the Spring 2014 schedule so there won't be too much more but we will work to build up enrollment in the classes that we are offering. Department chairs are being asked to look into which classes are in high demand in their areas, and what are the barriers to offering more of those sections. The Scheduling Committee looked at data on how many start dates for classes we have and discussed if they are all needed to give students access. They also looked at data on persistence trends. Data was grouped into areas such as how many units students are carrying, what happens to students from fall to spring, as well as from summer, and returning students coming back after a break. She said we need to find out the "whys" from students on these trends.

Westlake said the committee discussed the trend to smoothing the pathways between high school and college. One strategy is to offer early college programs to high school students but we do have an issue with physical space to offer those. One option is to offer career tech or GE classes at the high school campuses. These strategies could result in some students having earned or nearly earned a certificate when they graduate from high school.

Machalinski commented that we have tried a lot of these ideas such as offering classes at the high schools or in shopping centers but they did not go over well. Westlake knows this and said we need to look closely at models that are working before implementing anything.

Westlake said the term for the Nexus Coordinator, currently Lisa Orta, is ending and an announcement for the position will go out this week. Also Ellen Kruse, the SLO Coordinator is retiring so we need to find someone for that position to be in compliance. Westlake said Kruse has also been leading the work of the Foundations for College Success Committee. We have a solution to cover that for the short term and we are working at what that program will look like for the future. She said there is a basic skills coordinators meeting coming up in May and it would be great if we could send someone to that.

Westlake said the part-time faculty recruitment event was the previous Friday. It was a successful event, attended by a diverse crowd. The evaluations and feedback received were very positive.

Lema said she also heard positive things about the event. She said one department chair told her they hope when announcements about positions go out information is included about how to get an equivalency. Westlake said there was a table at the event for HR where they had hoped those types of questions would be answered. She said if they do this again, they will probably plan a breakout session about equivalencies.

Freytag asked about non-employees access to job announcements that go out through college email. Westlake said we are working on our recruitment practices. She said that she went to a workshop that had a great speaker about hiring processes and practices such as recruitment, developing interview questions, etc. There are plans to bring her to the district for a workshop.

Machalinski said one barrier to getting a diverse pool is leaving it to those in the departments who are not the experts. She said we need to have more than a workshop; the District needs to provide the expertise. Westlake agreed and said there will be more discussion about the college, district, and faculty roles in recruitment.

7. DEVELOPMENTAL EDUCATION PLAN

Lema said the Developmental Education plan is quite impressive and the alignment with the mission and strategic plan are well done. She said how it's set up is very useful to show the activities.

DeLoach said the Libraries response was the same.

Freytag asked about objective 3.2 to standardize tutor training module for basic skills courses.

Ellen Kruse said it is to train tutors to tutor basic skills students in math and English. It would be a 1 unit, possibly hybrid, the course would be separate from general tutoring training for math and English. The course has been

approved by Curriculum Committee.

Freytag asked if she could elaborate on objective 3.5 to create an institutional home for tutoring. Kruse said the idea came out of the TAC. She said we had tried to create a physical space for tutoring but there is still a need for coordination among departments and it needs to be part of our organizational structure. Laury Fischer said there are other programs that don't fit anywhere yet, like DRWAC. Freytag commented that it wasn't too long ago we tried a model for tutoring that did not work well. But he wants to know how we can best serve DSS students for tutoring. He said those services were cut and then left to the departments to fill. He hopes we re-designate some funds to serve those students. He suggested change the wording in the objective to "how best to serve DSS students" Lema asked how the senate can support this plan. Kruse said they would like to come back and talk about that including the makeup of the committee.

DuLaney-Greger moved to endorse the Developmental Education Plan with the recommended amendments.

Motion was seconded. The following members all voted aye:

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

8. GOVERNANCE

Colber told Council the AAUP and the ASCC put out several resolutions on shared governance. Colber said she is not asking this Council to approve those resolutions but would like to write our own. She said over 2/3 of the faculty in this district are part-time. She said this is about student success and part-time faculty being part of shared governance.

Gerken asked how many part-time faculty are asking for this. He said in his area most of the part-timers teach their classes and then leave the campus. He added that there are not enough funds to pay part-time faculty to attend meetings. Colber responded that this is not about compensation. She said she has been here 15 years as a part-time faculty. She acknowledged there are part-time faculty that just teach their classes and go, but there are others that are more committed.

Churchill asked for clarification on what Colber is asking for from the Senate. Colber said she wants a resolution similar to the ones that have been done to come from DVC. Churchill said he would like to see something in writing about part-time faculty's thoughts on this.

Lema suggested the Council reps could do an informal survey of the part-time faculty in their divisions.

Martucci asked if all committees' positions are open to part-time faculty. Lema said they are not but, there are positions on some committees specifically for part-time faculty. In addition, non-tenured faculty do not sit on hiring committees.

Colber said she would like a resolution to include a statement that part-time faculty can participate in all the things full-time faculty do.

Freytag said he is having trouble understanding what is being asked for and he disagrees with several things that are in the resolutions she referenced. He said more specifics and background are needed for this discussion.

Machalinski said this has come up in the past and it was decided that part-time faculty could not serve on committees because it would exceed their .67 maximum load.

9. TECHNOLOGY PLAN

Gerken moved to endorse the proposed Technology Plan. DuLaney-Greger seconded the motion.

Dan Kiely reviewed the updates to the document that were made after recommendations from the Faculty Senate at the previous meeting.

The question was called. The following members all voted aye:

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

10. PRESIDENT'S REPORT

Lema said she met with a John Freytag, Catherine Machalinski, and Kris Koblick couple faculty members to look at the Professional Development Plan draft and they talked about how it aligns with our Strategic Plan.

Machalinski said they discussed how we move forward and where we need to be. They realized the Professional Development Plan was being written at the same time as the Strategic Plan so it was not available to help guide the plan. She said the plan should go to College Council with a strong recommendation it needs to include information

about implementation and alignment with the Strategic Plan. She said a cross constituency writing group should work on it.

It was MSC to take action about the Professional Development Plan which makes it an emergency item. The following members all voted aye: Freytag, Keating, Churchill, Breton, Dorado, DeLoach, DuLaney-Greger, Martucci, Gerken, Machalinski, Flores-Lowry, Colber. No nays. No abstentions. Approved.

Machalinski moved to forward the draft Professional Development Plan to the College Council with a very strong recommendation that a small cross-constituency writing group be put together to work on aligning the strategic plan and implementation issues. The following members all voted aye: Freytag, Keating, Churchill, Breton, Dorado, DeLoach, DuLaney-Greger, Martucci, Gerken, Machalinski, Flores-Lowry, Colber. No nays. No abstentions. Approved.

11. INTERDISCIPLINARY COURSE APPROVAL PROCESS

Lema explained we need a clearer process for approving courses that don't fall under a particular discipline such as tutoring training and some other cross-discipline courses.

Freytag said Curriculum Committee members should work on drafting a process and bring it to Senate for discussion. Council agreed. Lema will follow up with the Curriculum Committee.

12. STUDY ABROAD COURSE

Scott MacDougall told Council we have several courses for Study Abroad focused on the countries that are included in the program. He said that we don't teach each of these courses that often and it has been a problem when it comes to SLOs and equivalencies. He said in developing a cross-disciplinary course for Study Abroad students, he used a model of a course from one of our consortium partners. He said they are working so that this proposed course could be taught by whatever discipline the instructor in the program is assigned.

Freytag commented that the sciences are not listed as an area of emphasis in the course. MacDougal said there are no labs available so it is difficult to teach a science course in the study abroad program.

Lema said this proposed course would largely be a series of guest lecturers about life and culture in the destination country.

Keating suggested the sciences could be included in some components such as information about converting miles to kilometers.

It was MSC to approve the proposed course INDT-100 Study Abroad Life and Culture. The following members all voted aye: Freytag, Keating, Churchill, Breton, Dorado, DeLoach, DuLaney-Greger, Martucci, Gerken, Machalinski, Flores-Lowry, Colber. No nays. No abstentions. Approved.

McDougall encouraged faculty to think of ways courses from any discipline could be taught so it would fit in this program.

Lema said faculty can also help recruit students for the program.

13. PRESIDENT PETER GARCIA

President Garcia told Council a district policy on grant development was recently adopted. He said we don't usually pursue grants as part of our institutional culture. But as we begin to do so, we need to ensure all the stakeholders know when we are first pursuing a grant that could impact them in some way. He said in building a grant culture we need to be ready with ideas when money becomes available. We also need to help areas establish themselves as stakeholders.

Garcia told Council the 2007 DVC Facilities Master Plan goes through 2017. He said this has been a shelf plan because there has been no money to implement it. Garcia said facilities plans have historically accessed primarily state money. Facility requests to the state came from facilities plans. Colleges would do an IPP (Initial Project Proposal), the state would review it and if they liked it and funds became available it would become part of a list for state bonds to fund. 95% of California Community College facilities through 99-2000 were state funded. We have not had state funds for facilities since 2006. Schools throughout the state are now going after local bond money. It is very political so the process to come up with a project list needs to take into consideration what types of projects poll well. Our challenge is get a blend of projects the voters will find attractive but include ones that we need that

may not be as popular. Informal polling on campus and external polls also are considered. So the bond project list is not in priority order but political order.

Garcia said the ET building is both necessary and politically popular as science and technology poll very high. He said we were supposed to build it with funds from the last bond but we were not able to complete it. Also the art building did not poll well but there is a statement in our plan about replacing wood frame buildings.

Breton said in 2006 there was talk about the music and performing arts facilities being closer together. She asked if the polling asked about the bigger picture as well as individual buildings. Garcia said art and music did not poll well individually so there was no benefit to pulling them together in the poll.

Garcia said we need to look at the buildings we have and assess what could be used as swing space as we do more construction and also evaluate if certain building should be torn down or remodeled. He said we also need to address ADA issues that were not as much a part of facilities planning 10 or 15 years ago.

DeLoach asked about the expanded library space at SRC on the bond project list. Garcia explained it was an agreement we had with the city of San Ramon when we built the center that we would eventually expand the library. He said politically San Ramon is a hard area to get support for a local bond so we need to be sure and honor our agreement.

Garcia said we also need to address the fact that we don't have enough classroom space to grow our schedule like we want and we will be using other space as we do construction on the quad. He said he would like to reconfigure the first floor of the library and move all the IT functions there, as well as maybe get more classrooms out of it. He said we do have some redevelopment money we could use. He is also looking at what we could do with the old counseling building for now. He said it currently is not even on the janitor schedule but we could maybe use if for some student soft space.

14. ADJOURNMENT

*Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary*

