I-II. The meeting was called to order at 2:05 PM followed by member introductions. Due to the absence of the secretary, Merry Bortz took minutes.

III. Public Comments

Renato Ramirez reported that Nancy Bednar, the other representative from Faculty Council Division Arts & Science IV, has taken another position and is no longer with the College. The division is taking steps to hold a special election per the bylaws to fill the position.

IV. Approval of Minutes was tabled by unanimous consent.

V. Reports from Officers

Laura Day Brown explained the contents of the Faculty Council binders distributed to representatives.

Merry Bortz will be taking a Parliamentary Procedures continuing education class offered online by the University of Wisconsin in order to support her duties as Faculty Council Parliamentarian. Ramirez inquired if Bortz would be willing to make presentations to student groups. Bortz replied that she would consider the opportunity upon completion of the course.

VI. Reports from Faculty Council Standing Committees

Brown began with a discussion of vacancies in the committees. New representatives will be contacted before the next meeting to assign representatives to committee vacancies.
Bortz was asked to take a vacancy on the Rules Committee. Ramirez volunteered to join the committee.

Brown stated that she assumed continuing representatives would maintain their previous committee assignments. Ann Thorn reported that Promotion Appeals Selection Committee membership must change each year. In reviewing the bylaws, there is not a specific requirement that the membership must change. It was suggested that the Policy Manual may have language to supersede the bylaws. There was also discussion about anonymity issues related to the committee. Bortz and Amorette Garza volunteered to review the Policy Manual. Garza will review notes in regards to previous practice.

C. Committee on Faculty Evaluations and Academic Promotion: Neal Flory reported that the committee was assigned to look at the credentialing process and make sure it is in line with SACS requirements. There is an anticipated revision and retooling of the credentialing process as a product of the committee’s work.

VII. Reports by College Ad Hoc Committees

A. Shared Governance Task Force: John Crisp provided an overview of the process used to develop the proposed Shared Governance policy and distributed draft copies. The document has been distributed to various campus groups. Another updated draft is anticipated on Wednesday, 9/24/08. Faculty Council representatives are encouraged to review the Shared Governance draft and provide feedback individually.

B. Role of Faculty Council Task Force: Raquel Tapia gave an overview of the task force’s progress and outcomes. The task force was initiated by Interim Vice President of Instruction Marjorie Villani and, over the course of two meetings, discussed possible roles and issues the Faculty Council may choose to adopt and address. Participants were chosen by the IVPI, including some of the Faculty Council officers from 07/08 and 08/09 and past Faculty Council chairs recommended by the Faculty Council officers. The result is a list of roles and issues identified as well as a mind-map which graphically groups and ranks the roles and issues. Brown asked Faculty Council to review the documents and provide feedback in regards to how Faculty Council will choose to respond to the document and which of the suggestions Faculty Council will chose to pursue.

Evaluation of Faculty Committee: Kenneth Hanna reported that the committee has met and is making progress. Information will appear on the Faculty Resources Center web site (http://www.delmar.edu/facultystaff/facultycenter/). Brown reported that Hanna is the only faculty member who is not a chair.

C-D. Reports from the Faculty Coordinator of the QEP and the Faculty Coordinator of Assessment were tabled as the respective coordinators were unable
to attend today’s meeting which was rescheduled from 9/12 due to the threat of Hurricane Ike.

VIII. Reports by College Standing Committees

A. College Standing Committees

Distance Learning Committee: Ed Cohn reported Russell Long has been elected chair of the committee. The committee passed a proposal to provide selected degree programs 100% online. The committee is considering issues that need to be addressed before putting the proposal into action. Bortz asked about the requirement in the College Catalog requiring 50% of coursework in a face-to-face environment. Cohn responded that the requirement was based on SACS requirements which have since been revised or reinterpreted.

Marivel Gonzales-Hernandez reported that WebCT was shutdown during the threat of Hurricane Ike before faculty could notify students. It was suggested that such an outage should warrant information to the students on the home page. Cohn responded that the committee will address disaster preparedness issues and will take the comments under consideration.

B. Committee on Committees: Gonzales-Hernandez worked with IVIP Villani and Leti Clark to complete committee assignments. The committee assignment process was impacted by the Retirement Incentive Program causing vacancies on committees. New faculty were given until 9/5/08 to select committees. The new assignments have been published at http://www.delmar.edu/policymanual/standcom.html

IX. Unfinished Business

A. Faculty Early Promotion: Gonzalez-Hernandez distributed a policy draft regarding early promotion of faculty. She reported that this has been passed last year by Faculty Council, but that the former chair had discouraged her from submitting the draft policy to be officially placed as a policy proposal. The draft policy will be forwarded to the administration to be reviewed as a policy proposal.

B. Faculty Council Constitution: Brown reviewed the Housekeeping Rules from 2007/2008. Faculty Council representatives were asked to review the rules and make suggestions for changes for 2008/2009. Representatives were also asked to review the changes to the Constitution which were adopted last spring.

X. New Business

A. FC Webpage Update/MyDMC: Bortz reported that a MyDMC group has been available for Faculty Council but unused. Should the council choose to use the MyDMC group, documents could be posted more quickly as the officers could
post them directly rather than waiting for the Information Technology staff to post to the web page. There is also a message board to discuss issues. MyDMC serves as an intranet, so discussions are kept private among college faculty and are not viewed by the general public. It was suggested that representatives get feedback from their constituents in regards to moving most information from Faculty Council from the publicly accessible campus web page to MyDMC. There was a question about the future of MyDMC. Bortz reported that according to the information she had available, MyDMC would continue, but would be migrated from the Luminis software platform to the Datatel software platform. Another question was whether the Faculty Resources web page would make the MyDMC group redundant. IVPI Villani suggested that was not the case and encouraged use of the intranet concept.

XI. Announcements

Tapia reported that the Announcements items would provide a platform to promote communication between Faculty Council and other recognized DMC faculty groups and organizations. At each meeting a different group will be invited to discuss their activities.

A. DMC Recognized Organization - AAUP Update: Ann Thorn, who serves as chapter president for the DMC chapter of AAUP, presented an overview of the purpose and organizational values of the American Association of University Professors. She reported on her trip to the AAUP Summer Institute and a DMC visit by the incoming AAUP state conference president who was here for a three day visit and met with IVPI Villani.

Brown recognized IVPI Villani and invited her to address the council. IVPI Villani welcomed the council to a new academic year. She reported that the Curriculum and Academic Standards Committee has a new name and expanded charge. Villani reported on the successful formation of the 2008/2009 committees. Faculty Council has not had a budget in the past. Villani was responsible for building a budget for the council. This will cover Faculty Council supplies, some travel and release time for the chair. The new president has been appointed. The arrival of Dr. Mark Escamilla, DMC’s new president, is anticipated 10/6/08. In response to a question, Villani reported that raises were funded. A Faculty Credentialing Committee has been established. There is still a concern that the faculty credentialing procedures have unreasonable requirements and continue to be reviewed.

B. Faculty Council Meet and Greet: Brown inquired if the council would be interested in participating in a social event for council representatives. An early December date was suggested and Brown offered her home in Portland as a potential location. Response was generally positive, therefore planning will continue. Details will be forthcoming.
Tapia reported that normally Faculty Council does not meet in January. However, as faculty will already have reported to work for the first Friday in January, a meeting has been scheduled.

IVPI Villani reported that information about the Creighton Award. A list of those eligible for nomination will be posted on the Faculty Resources web page.

The intent to hold December graduation ceremonies was announced on via the DMCcall email distribution list. A web page will be developed where faculty members may choose which of the three graduation ceremonies to attend (December/May/August). Lineup for graduation will no longer be based upon seniority. Marshals will be selected by criteria other than seniority, such as Creighton Award winners.

An eight-week semester has been scheduled to start in October. It is advertised on the campus web site and a marketing campaign is planned. Such scheduling will be referred to as Flex Schedules. Part of the reason for scheduling the Flex Schedule was due to this being a Base Year for funding calculations for the next biennium.

The meeting was adjourned at 3:58 PM.

Action Items:

- Representatives will review Faculty Council committees and be ready to respond with committee placement preferences.
- Representatives will review the documents from the Faculty Council Task Force and provide feedback about the roles and issues that were identified.
- Representatives will review the Housekeeping Rules, Constitution and Bylaws. They will come to the next meeting with recommendations for changes in the Housekeeping Rules.
- Representatives will seek feedback from their constituents in regards to use of the MyDMC Faculty Council group as a method of communication within the campus intranet.
- Garza and Bortz will follow up on investigating Promotion Appeals Selection Committee information requests.
- Officers will continue planning a social event for later in the semester.

The next meeting is scheduled for 10/3/08 at 2:00 PM on the West Campus in Emerging Technologies Room 124B.

MB : 9/30/08