

FACULTY COUNCIL OF DEL MAR COLLEGE

MINUTES

November 7, 2003 – Teaching and Learning Center, White Library

1. The regular meeting of the Del Mar College Faculty Council was called to order by Chair John Crisp at 2:05 P.M.
2. Attendees:
 - a. Faculty Council Members:
 - i. Present: John Crisp, Eric Moller, Mac Aipperspach, Mike Dunton, Stephen Ondrejas, Joe Dudek, Rita Orchard, Lisa Welch, Bob Long, Anne Stewart, Sue Crowson, Chuck McKinney, Ann Thorn, Laura Parr, Paul Bissell, Mary Thornton.
 - ii. Absent: Donna Hamil, Michael Potter.
 - b. Guests: Margo Jones, Rudy Duarte, Delores Huerta, Chris Tetzlaff-Belhasen, Mary Ann Williams, Vickie Natale.
3. Student Information System: Rudy Duarte gave an update on the Student Information System that is to be implemented Fall 2004. Duarte handed out a training schedule covering the months of February, March, and April 2004. Although four days were marked in each of five different weeks, Duarte said only one session was necessary for faculty training. He said a refresher would also be offered during the summer. Duarte stressed that faculty would have to sign up to attend a particular session.
4. Minutes:
 - a. October 10, 2003: The minutes of the regular meeting of the Faculty Council on October 10, 2003 were presented. Laura Parr moved that the minutes be approved as presented and Joe Dudek gave a second. The motion passed unanimously.
 - b. October 17, 2003: The minutes of the specially called meeting of the Faculty Council on October 17, 2003 were presented. Mike Dunton made a motion to accept the minutes as presented. Bob Long gave a second. The motion for approval passed unanimously.
5. Reports:
 - a. Chair's Report:
 - i. Bond Issue: Crisp told the Faculty Council that a web site had been created by the College which would allow individuals to track the expenditure of funds from bond monies approved by voters earlier in the year.
 - ii. Program Review: Crisp noted that the College was taking a look at the Program Review process that is required every five years of all programs on campus.
 - iii. Student Funding: The Council was told about some legislation that was passed by the Texas Legislature earlier in the year that was scheduled to go into effect Spring 2004. The legislation, affecting all colleges and universities, would deny payment to colleges to cover students who were taking a course for a third time.
 - iv. IDEA Evaluations: Crisp said the College's ISD Council wanted to take a look at the effectiveness of IDEA. The review is to be only for faculty and not APT or classified personnel. During discussion about the original intent of IDEA, Anne Stewart said it was a superior method compared to previous evaluations. Crisp asked the Council members to poll their constituents as to its use and that another look at it would be scheduled for December's Faculty Council meeting.
 - v. Alaniz Meeting: Crisp reported that during a meeting with Del Mar College's acting President Joe Alaniz, that Alaniz agreed to have the POD Funding restored and that perhaps some of the funds taken in the previous academic year would be restored. Crisp also reported that Alaniz was agreeable to have the Teaching and Learning Center placed under the Vice-President for Learning and Academic Affairs. During discussion with Alaniz about the College's grievance policy, Crisp reported that Alaniz had killed the grievance that had been filed by a student against Dean Anne Matula. He said the policy was under review as it is currently administered.

vi. Faculty Council Constitution, By-Laws, and House-Keeping Rules: Crisp asked for Council members to consider serving on a committee to review the three documents and remove inconsistencies amongst the three.

vii. College Committees: Crisp said the policy was being reviewed to change the naming of Faculty Council members as pro-tem chairs of college committees. He said the original intent was for Council members to be liaisons between the committees and the Council. He said the previous year's committee chair is to be considered the pro-tem chair until a permanent chair is named.

viii. VPLAA Search: Crisp said Alaniz had given his approval for the search to go forward to seek a permanent Vice-President of Learning and Academic Affairs. He said that Alaniz had approved the makeup of a committee to carry out the search.

b. Presidential Search Advisory Committee: A brief report was made by Mac Aipperspach who is the Faculty Council's representative on the Presidential Search Advisory Committee. Aipperspach said the committee had met earlier in the week and approved the requirements that applicants would have to meet. He noted that applicants would have to go to the Del Mar College web site to download the necessary documents to apply for the position that would be advertised nationwide. The deadline to apply is early January and then during the last part of the month the screening process would begin.

c. Teaching and Learning Center Committee: Stephen Ondrejas reported on activities of the TLC Committee and read a memo that was to be sent to the College's acting president as to moving the TLC to answer to the VPLAA. Ondrejas said the Center was going to implement some new software and hold some grant writing workshops. In addition, during the spring semester Del Mar is planning to host TLC directors from other colleges. Ondrejas asked Council members for suggestions as to software that should be added by the Center and also speakers to be invited to the campus.

d. Financial Concerns Committee: Ondrejas, who also serves on the Financial Concerns Committee, expressed concern about the large percentage of growth of APT personnel. Citing a handout, he noted that APT had grown 107.3 percent from Fiscal Year 1997 to Fiscal Year 2003 while Faculty growth was 17.0 percent, Office/Clerical 35.2 percent, and Support staff 20.4 percent. Ondrejas said the committee was seeking step increases for faculty to be upped from the current 16 year limitation to 20 and that also a cost of living increase was being sought. Another area the committee was reviewing was for a consistency on faculty pay for class size and Internet classes that were split due to size.

e. Release Time Committee: Ann Thorn reported that the committee was beginning its work and that it would be aggressive in its review.

f. Safety Committee: The Safety Committee was discussing ways to train people in order to be more aware of ergonomics. It was also reported the committee was considering having external loud speakers placed on both College campuses to be used to broadcast warnings in the event of emergencies.

6. Public Comments:

a. Chris Tetzlaff-Belhasen: Tetzlaff-Belhasen addressed the Faculty Council on the committee that was to be created for the search of a VPLAA for the College. She asked that a librarian be one of the members and suggested Sue Harvey to be the representative. Tetzlaff-Belhasen's argument for the representative was that the College's Librarian reports directly to the VPLAA and that the Library employs 80 individuals.

b. Delores Huerta: Huerta spoke to the Council on the College's Grievance Policy. She said she was greatly disturbed and frustrated as to how recent events have played out, resulting in student grievances being heard by the College's Board of Regents. Huerta said the College's policy must be adhered to and that if confidentiality is compromised the grievance must be dismissed.

7. Old Business:

Fundraising and Gift Policy: Mary Thornton moved that the Fundraising and Gift Policy be approved as presented at the October meeting. Paul Bissell gave a second. During discussion Thornton expressed appreciation to the Council for the extra time given to review the policy. Ondrejas expressed a concern that the policy appeared to be a return to having the Foundation involved in all areas of college fund raising. He said that when he was Faculty Council chair some years back that the Foundation had been split away to eliminate the possible conflict of interest. Thorn asked if the Foundation had enough staff to handle all the paperwork that would be generated if the policy were approved. Bob Long expressed his concern that if the policy was approved that it would turn over control of fund raising to someone else. The motion to approve the Fundraising and Gift Policy was unanimously defeated.

Ondrejas then made a motion to ask the director of the Foundation to address the Faculty Council about the concerns. Anne Stewart gave a second. Discussion ensued if such a request was the best avenue to take and Ondrejas withdrew his motion.

8. New Business:

a. Vice President of Learning and Academic Affairs Search: Crisp addressed the proposed makeup of the search committee and its representation by divisions. The proposed makeup was to have five members from Arts & Sciences, two from Business, three from Occupational Education and Technology, and one Library/Counseling representative. Long made a motion to approve the committee's structure and Bissell gave a second. Discussion arose about the committee's representation and how it was created. Crisp told the Council the breakout was based on the number of fulltime faculty within each division. Further discussion centered on whether adjuncts should be considered in the formula as well as contact hours and if that would not change the numbers representing the divisions. Voting to approve the motion were Moller, Crowson, Aipperspach, Bissell, Long, and Dunton. Voting against the motion were Ondrejas, Dudek, Thorn, McKinney, Thornton, Stewart, Welch, and Parr. (Crisp abstained as chair. Rita Orchard had left the meeting by the time the vote was taken.)

Discussion then centered on the qualifications of the VPLAA and Long addressed those concerns because of his serving on the 2002-2003 VPLAA Search Committee. Long said the previous requirements as to full time teaching and administrative experience at a community college had become too restrictive. He recommended that the requirement of a doctorate – Ph.D. or Ed.D – be kept. Dunton made a motion to accept the recommendation of the doctorate and Dudek gave a second. The motion passed unanimously.

The experience requirement was then discussed and Bissell made a motion to require experience for administrative experience at an institution of higher education rather than stating specifically it had to be at a community college. Thorn gave a second. The experience requirement then read, "three years full time college teaching and four years full time administrative experience at the Dean level or equivalent at an institution of higher learning." The motion passed unanimously with Anne Stewart noting she also was casting a proxy vote for Orchard and Donna Hamil.

Once again the Council returned to the makeup of the VPLAA Search Committee as represented by the divisions. Ondrejas made a motion that the representation be four from Arts & Sciences and to include Counseling, three from Business, three from Occupational Education and Technology, and one from the Library. Dudek gave a second. Voting for the motion were Dunton, Ondrejas, Thorn, Stewart, Welch, Aipperspach, and Parr. Voting against the motion were McKinney, Bissell, Thornton, Long, Crowson, and Moller. Crisp abstained and Stewart had Orchard's and Hamil's proxies. The motion carried.

A subcommittee was then proposed to review the ad for the VPLAA search. Dunton made a motion that such a committee be named and Dudek gave a second. The motion passed unanimously.

9. The regular November meeting of the Del Mar College Faculty Council adjourned at 4:23 P.M.