# **Shared Governance Report** 3/24/09

NB: These are just my notes, not official meeting minutes. For a more accurate record of events, please consult the meeting minutes. If I have made any errors, I apologize in advance. SK.

# **Organization Review Matrix**

The time is NOW to provide feedback to your shared governance representatives regarding the organizational review matrix found at: <a href="http://dev-www1.wvm.edu/group.aspx?id=2569">http://dev-www1.wvm.edu/group.aspx?id=2569</a>. Shared governance committees are discussing the document and providing feedback to District Council and most items are moving forward unless serious concerns are raised by groups as a whole.

Land Corp funding requests – all requests were approved – this includes \$2.4 million for purchase of an automated system to contact students (\$150,000), purchase of room scheduling software (\$130,000), continued funding of enhanced marketing (\$350,000), free parking for summer (\$200,000), customer service training (\$10,000) and funding of the early retirement incentive (\$1.3 million), among other items. THIS IS GREAT NEWS.

#### **District Budget Allocation Models**

There are currently 4 models under review:

- a. Three Year Rolling Average Model
- b. Revenue Sharing by Activity Cost (RSAC)
- c. Existing Model with tweaks
- d. Hybrid Model

I have agendized discussions and presentations on each model for April 9 and 16<sup>th</sup> and I will request that DBAC put off making any decisions on the final choice of model until late April.

### **College Structure**

The Senate discussed this issue on March 19 and will discuss again on March 26. We currently have the need to address the following in the next few months: coverage for Dean of Instruction duties (Jim Wilczak's contract ends on June 30 – he is in an interim position), Dean of Workforce duties (Christina Oborn's contract also ends this summer, I believe), Assessment Coordinator duties (vacant position), Researcher duties (vacant position). Further, the Brain Trust has indicated that we have too many divisions and departments for a college our size and need to reduce the administrative cost of overseeing these instructional programs.

The Senate asked the Office of Instruction to provide the following information for our next discussion:

- An outline of a dean structure
- An outline of a revised division structure
- What would dean contracts look like?
- What would dean evaluations look like?
- comparative cost analysis of division chairs v. deans
- description of the process for evaluating division chairs
- historical reasons for eliminating the dean structure

The Chancellor is also working with the Executive Management Team and the Vice Presidents to look at the following structures:

- Deans
- Admissions and Records
- Information Systems
- Human Resources
- Library
- Research
- Emergency Services
- Fiscal and Administrative Staffing

Each college is being asked to have dialogs on these issues to provide feedback to the EMT. The EMT will draft some proposals to address these areas and bring them to District Council for review and sharing with participatory governance groups sometime in April. Meanwhile, I encourage participatory governance groups to be having their own discussions on these matters.

## **Faculty Evaluation Process/Forms**

West Valley College was charged by the Accrediting Commission with coming up with a faculty evaluation tool specifically for distance learning courses. ACE Council members have drafted a copy of the faculty observation form (there are 4 forms used in appraisals: preappraisal form; student evaluation form; faculty observation form; summary appraisal form – the Senate has reviewed and approved a revision of the student evaluation form for distance learning already – we are now reviewing the faculty observation form).

There was a preliminary discussion on the 19<sup>th</sup>; recommendations for revision were made by the Distance Learning Committee and the Senate; the task force will return to the Senate this week with revised forms.

It is expected that ACE and the District will be opening Article 26 of the contract (Faculty Performance Appraisals; Regular Contract Faculty) in the next round of negotiations. ACE will be consulting with the Senates on the entire process and all the forms at that time.