

## VVC Academic Senate Meeting

### MINUTES

Thursday, March 7, 2019

CFIE Training Room (10-4), 3:30pm

Lee Bennett, Academic Senate President, [Harry.BennettJr@vvc.edu](mailto:Harry.BennettJr@vvc.edu), (760) 245-4271 ext. 2403

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim		Butros, Michael	Contreras, Fernando
C & L	X	Beach, Kelley	X	Campbell, Bryce	Gray, Tiana
KIN	X	Blanchard, Debra			Ruiz, Maria
CTE		Bonato, Anthony		<b>Executive Officers</b>	Toner, Steve
AC	X	Burg, Ed	X	Bennett, L., President	Young, Henry
Science	X	Cerreto, Richard	X	Oliver, C., Vice-President	
LA	X	Davis, Tracy		Gibbs, J., Past-President	
ATC	X	Francev, Peter	X	Huiner, L., Secretary	
Science		Gibbs, David	X	Augustine, J., Treasurer	
LA	X	Golder, Patty			
ALDH		Haines, Michael		<b>Adjunct Faculty Representative</b>	
PAC	X	Heaberlin, Ed		Akers, Glenn	<b>Guests</b>
RSPTC		Jones, Scott		Asdel, Bryan	Knight, Leonard
ALDH	X	Truelove, Terry	X	Jefferies, Leontine	Milton, Shawntee
C & L	X	Stahlke, Jacqueline			

**Special Guest Speaker:** Chief Leonard Knight, Public Safety Update (10 minutes presentation, 5 minutes Q&A)

Discussion on: mass notification systems Rave (text alerts) and Alertus (computers); procedures for activating buttons on display panels and communicating with Campus Police; additional software enhancements planned. ALICE (alert, lockdown, inform, counter and evacuate) online training will be coming, need feedback for best way to complete training and get certificate. Will come back to another senate meeting to talk about crime on campus.

### **Corrections to the Agenda**

#### **1. Action/Information Items**

- 1.1 Action: Academic Senate Minutes 12/06/2018 M/S/U Y
- 1.2 2nd Reading: 18.01 Resolution on Automatic Awarding of Certificates of Achievements and Degrees. Motion to discuss (Davis, Heaberlin)  
Intention of resolution is to explore feasibility and impact of auto awarding. VVC has software, need to start looking into it due to new funding formula. Discussion on counseling concerns on declaration of major, student acknowledgement to be awarded, financial aid, per Bennett these concerns would be reviewed by the exploratory committee.  
Motion to approve (Burg, Blanchard) M/S/U Y
- 1.3 2nd Reading: 18.02 Resolution on Implementation of Student Electronic Education Planning. Motion to approve (Davis, Stahlke) M/S/U Y
- 1.4 2nd Reading: 18.03 Resolution on Math & English Basic Skills Remediation Non-Credit Program  
Motion to discuss. (Blanchard, Beach) Discussion on impact of AB 705, potential for large segment of student population not being served with basic skills, intention of resolution is to discuss with Basic Skills Department and Student Equity and ensure proper support from institution. Motion to approve as amended (Adell, Blanchard) M/S/U Y
- 1.5 1<sup>st</sup> Reading: AP 6333 Travel – Shawntee Milton - Motion to discuss (Toner, Blanchard)  
Travel reimbursement for meals was changed to \$55, rate aligns with GSA rate in whatever city you're traveling in; concern about lodging within 50 miles for 1-day conference.
- 1.6 1<sup>st</sup> Reading: 19.01 Resolution on Low Cost Materials
- 1.7 1<sup>st</sup> Reading: 19.02 Resolution on Full Implementation of C-ID Course Descriptors -  
C-ID helps when students transfer, intent is all courses with descriptors are entered into the system.

- 1.8 1<sup>st</sup> Reading: 19.03 Resolution on Open Educational Resources  
Motion to approve on 1st reading. (Stahlke, Heaberlin)  
Provides options for students to get low cost books. M/S/U Y
- 1.9 1st Reading: 19.04 Resolution on Support for Librarians and Library Resources  
Motion to approve on 1st reading (Blanchard, Toner)  
Impact of AB 705 on library instruction, graduation requirement and institutional learning outcome  
for information competency. M/S/U Y
- 1.9 Information: Curriculum Committee Minutes 11/29/18, 12/13/18, 2/14/19

## 2. President's Report and Announcements

- 2.1 Senate Bylaws & Constitution Task Force - Charge is to review bylaws and constitution.
- 2.2 Faculty Hires - 16 full-time faculty positions approved: ENGL, HIST, TA, BIOL, CHEM, CALWORKS COUNSELOR (2), NURS (2), ART, BADM, BRE, NEXT-UP COUNSELOR, CJ, MATH, PSYC.
- 2.3 Educational Master Plan Work Group - Request from Superintendent Walden. Last EMP was 2011, out of date, all-calls sent for work group, encourage people to get involved.
- 2.4 Brown Act and Academic Senate Committee Meetings - Have been conferring with superintendent and legal counsel about Brown Act; senate committees fall under Brown Act and are obligated to post agendas and minutes. More info to come.
- 2.5 AP 1201 and College Council - Task force working on it. College Council will now be co-chaired by Academic Senate President and VPI.
- 2.6 Finance, Budget and Planning Committee - Current faculty members are Henry Young and Neville Slade, need more faculty members on the committee. Complaint that committee meeting times cover two instructional time blocks when faculty are teaching classes.
- 2.7 AP 4260 - Approved by Academic Senate in Nov. 2016, College Council had a 1st reading, but it was never agendized for 2nd reading; it will be re-submitted for next College Council meeting
- 2.8 Other - Group of faculty and administrators attended Guided Pathways Summit. Guided Pathways will be discussed at upcoming department chair meeting. Canvas implementation is underway, please follow the plan being sent out by DE Facilitator Tracy Davis.

## 3. Executive Officer's Reports

- 3.1 Vice President, Claude Oliver - No report
- 3.2 Secretary, Leslie Huiner - No report
- 3.3 Treasurer, Jackie Augustine - Previous balance \$102.01. Expenses \$25.70. Donations \$17. New balance \$93.31.
- 3.4 Past President, Jessica Gibbs - No report

## 4. Senate Representative Reports

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Leontine Jefferies, Bryan Asdel
- 4.2 Area Representatives - Peter Francev - Shared concern about parking situation, students parking in staff parking spaces, campus police did not ticket during first three weeks of semester, dealing with loss of parking spots due to construction. Blanchard shared idea for offering discounted parking on lower campus, would alleviate congestion on upper campus.

## 5. Committee Reports or Special Reports

- 5.1 Instructional Program Review Committee (IPRC) – Julia Wendt - Meets Friday.
- 5.2 Honors Program – Tim Adell - Three VVC students were selected for publication in *Building Bridges* and to present at Honors Conference at UC Irvine, Saturday, April 6.

- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder - Meeting tomorrow. META assessment form will need to be updated. Disaggregation went through fall 2018, slow process because lost staff member. Handbook updated to include glossary. Work on annual update for SLOAC, annual report for IR and the SLO/PLO/ILO mapping updates. Amy Driscoll coming in April.
- 5.4 Curriculum Committee – Debby Blanchard - META on hold while VPI is out. Reviewed AP 4260; department chairs responsible for making sure pre- or co-requisites are backed up with data, must be justified, renewing must include data showing there is a better success rate due to prereqs. Curriculum Committee chair will be able to run disproportionate impact report from student data dashboard. There are categorical funds available now for tutors to help students. Curriculum meetings fall under Brown Act, meeting recording will be available to public on curriculum website. Non-credit courses are 0 units, lab or lecture should include how many hours you want to meet, there is a check box on cover page for non-credit.
- 5.5 Basic Skills Committee – Patty Golder - Meeting next Tuesday.
- 5.6 Faculty Professional Development Coordinator – Jackie Augustine - March 29 faculty professional development event on OER presented by Jacqueline Stahlke.
- 5.7 VVC Foundation – Jackie Augustine - Alumni Hall of Fame on Feb. 23 raised \$100,000 for student scholarships.
- 5.8 Other

**6. Shared Governance Reports**

- 6.1 Facilities Committee –
- 6.2 Finance, Budget & Planning Committee – Henry Young - New faculty member is Neville Slade.
- 6.3 Student Success and Support Committee – Mike McCracken - Will meet in April.
- 6.4 Distance Education Advisory Committee – Tracy Davis - Meets every other week. DE Academy on May 17 will cover Canvas training. Intensive Canvas training March 14-15. MOUs covered FT online faculty, now training hybrid group and adjunct faculty. Peer training to be expanded, everyone welcome to come to peer training. Emails sent regarding transition. Turnitin has been integrated into Canvas shell. Main focus is getting online classes into Canvas, please email her with questions. Glitches with logins, need to know WebAdvisor login and password and email passwords. Want to do student training on Canvas, might be taking training into our own hands to contact 8-week students for training videos and maybe an on-campus orientation. DE instructor certification issues, DEAC has reviewed instructors who say they are qualified, administration allowed it despite fact that DEAC did not approve instructors.
- 6.5 College Council – Jessica Gibbs/Lee Bennett -
- 6.6 Technology Committee – Steve Toner
- 6.7 Other

**7. Public Comments**

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject  
Ed Heaberlin - Tracy Davis will direct *Tartuffe* in March in Black Box Theater in the round, features all student actors.

**8. Adjournment** - Meeting adjourned at 5:27p.m.