

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, May 6, 2010

Administration Services Bldg., Room 8, 3:30 p.m.

Area		Area Representative		At-Large Area Representative	Members
1	X	Contreras, Fernando	X	Allan, Peter	Adell, Tim
1	X	McCracken, Mike	X	Huiner, Leslie	Dorn, Lorena
2	X	Burg, Ed			Ellis, Lisa
2	X	Hollomon, Dave		Executive Officers	Gersten, Liz
3	X	Davis, Tracy	X	Blanchard, D., President	Golliher, Carol
3	X	Heaberlin, Ed	X	Harvey, L., Vice-President	Hendrickson, Brian
3	X	Malone, Patrick	X	Huiner, L., Sec./Treasurer	James, Pam
4	X	Cerreto, Richard	X	Menser, G., Past-President	Jones, Scott
4	X	Harvey, Lisa			Peterson, Debbie
5		Truelove, Terry		Part-time Faculty Representative	Rubayi, Khalid
6	X	Basha, Claudia (K.Tomlin, proxy)	X	Akers, Glenn	Skuster, Marc
6	X	Ruiz, Maria	X	Elsmore, Cheryl	Toner, Steve
6		Smith, Mike			Wagner, Pat
7		Slade, Neville			
7		Visser, Mike			

Called to order at 3:35pm

Additions and Revisions to the Agenda

1. Action & Information Items

- 1.1 Approval: April 1, 2010 minutes Y
- 1.2 Approval: Curriculum Committee Actions Y
- 1.3 VVC Majors Fair – Lorena (Garcia) Dorn – Planning a majors fair on campus in fall semester (tentative date 10/21/10, 10am-1pm) for student awareness of VVC degree programs, need faculty involvement. (Menser, Heaberlin) Y
- 1.4 1st Reading: AP 3440 – Course Adjustment of Graduation Requirement – Based on Title 5. Bring back for 2nd reading at June meeting with suggested changes. Y
- 1.5 1st Reading: AP 6521 – Key Issue and Loss – Recommend changes re: adjunct key return, process and charge for lost key payment. N
- 1.6 Petitions Committee: Late Adds – Stephen Toner – Problem this semester with numerous late add petition slips as a result of authorization codes. G. Moon planning to submit an administrative procedure to establish late adds deadlines and procedures to alleviate problems.
- 1.7 Academic Standards: Probation/Dismissal – Fernando Contreras – Updating catalog language for academic standards, adding academic success contract. Based on Title 5.
- 1.8 Restaurant Management – Debbie Peterson – Planning an event, please contact her for details.

2. President's Report and Announcements

- 2.1 Accreditation Update – Co-chairs assigned to all standards and committee is meeting; if you want to be on a standard contact D. Blanchard or C. O'Hearn.
- 2.2 Basic Skills, Library Discipline Facilitators – Senate requested that these be included for discipline facilitators; want to make sure BS includes BSI coordinator position.
- 2.3 Program Discontinuance Update – Administration has not submitted any programs for consideration. This policy has nothing to do with getting rid of faculty, process includes retraining for full time faculty members as a protection device. Senate does not support workforce reduction.
- 2.4 SLO Update – CCA recommends taking SLOs out of Curricunet and says it is ok for updates and new classes to be passed without SLOs, curriculum committee will review. Senate must step away from union issues.
- 2.5 Other – Support for electronic voting for upcoming election, but it must be confidential, secret ballot and each person can only vote once. Presidential search underway, \$50,000 allocated for search firm. Interim VP Instruction hiring also in process. P. James and M. McCracken are faculty guides for graduation. VP F. Yokotobi to be named Deputy Superintendent pending approval at May BOT meeting.

3. Executive Officer's Reports

- 3.1 Past President, Gary Menser – No report.
- 3.2 Vice President, Lisa Harvey – *Final call for nominations and possible vote* – Some area reps. have no competition, vote by acclamation for ATC, Vocational, Library & Counseling, Allied Health,

PAC, Academic Commons and Adjunct. (Ellis, Davis) Areas requiring vote: Science, Liberal Arts and executive officers. Y

- 3.3 Secretary / Treasurer, Leslie Huiner – Need to update senate constitution timelines for executive and area representative elections, will bring as action item for June meeting. Include option for online voting. Collection for food money \$95.
- 3.4 Part-time Representative Report – C. Elmore question about faculty parking; safety concerns should be submitted to college council and/or facilities committee. G. Akers met with community business leaders, concern about administrators staying long term.

4. Senate Representative Reports

- 4.1 T. Davis (Area 3) – Individual faculty member having problems with student attendance. Sick leave donation needed for Claudia Basha, process stalled by administration despite precedent. Authorization codes not working for online classes.
- 4.2 D. Hollomon (Area 2) – Discussion regarding student success and retention in relation to drop dates. Discussion re: FW grade, administration plan to schedule courses based on success rates.
- 4.3 E. Heaberlin (Area 3) – Little Women musical starts this weekend, free admission for moms in honor of Mother’s Day.
- 4.4 L. Dorn – Transfer Celebration in PAC on 5/19.
- 4.5 C. Gollhofer – Update on C.Basha, sick leave donations. Catalog revision in process.

5. Committee Reports or Special Reports

- 5.1 Program Review Committee – Khalid Rubayi – Don’t know how PRAISE reports are being used for budget decisions.
- 5.2 Blackboard Committee – Peter Allan – Will be disbanded since there is a union committee.
- 5.3 Online Program Committee – Henry Young – No report.
- 5.4 Academic Senate Allocations Committee – Peter Allan – No report.
- 5.5 Foundation Report – Peter Allan – Meeting tonight.
- 5.6 Graduation Requirements Committee – Pam James – Has not met.
- 5.7 Honors Program – Tim Adell – Couple of new classes in the fall. Need faculty/staff submissions for Writing Contest publication.
- 5.8 SLO Coordinator Report – No report.
- 5.9 Basic Skills Committee – Carol Gollhofer – No facilitator or coordinator so does not meet. Working on diagnostic test to better serve student population & improve student success.
- 5.10 Curriculum Committee – Debby Blanchard – Working with Governet on Curricunet issues and definitions for individualized instruction, lecture, lab, hybrid, web enhanced and independent study.
- 5.11 Study Abroad Committee – Dino Bozonelos – No report.

6. Shared Governance Reports

- 6.1 Finance & Budget Committee – Peter Allan – Reviewed BOT presentation for May meeting. \$1.8 million shortfall next year, worse in ensuing years.
- 6.2 Safety & Security Committee – Tracy Davis, Scott Jones – Have a proposal for revamped version of contractual committee
- 6.3 Facilities Committee – Dave Hollomon – Faculty/Staff parking spaces have been reinstated, will be repairing and repaving 7 lots. Remaining lots will be repaved and re-stripped through the summer. MOU for signal at Fish Hatchery, should be in fall 2010. Solar project ribbon cutting May 19. Excelsior is moving to lower campus portables for fall 2010.
- 6.4 Institutional Effectiveness Committee – Marc Skuster – Annual report is out on the webpage for IEC.
- 6.5 Technology Committee – Khalid Rubayi – Review the proposed email procedure, send feedback, discusses broadcast “everyone” email must be authorized, copyright, passwords. VVC will be transitioning to Microsoft Exchange for email.
- 6.6 College Council – Debby Blanchard – Discussed above.
- 6.7 Sustainability Committee – Need to revive committee & faculty volunteers. Akers to serve.
- 6.8 Diversity Committee – Sherri Pierce – No report.
- 6.9 Staff Development Committee – No report.

7. Adjournment

Meeting adjourned at 5:43 p.m.