

# VVC Academic Senate Meeting

## APPROVED MINUTES

Thursday, June 7, 2012

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

Area		Area Representative		At-Large Area Representative	Members
Science		Cerreto, Richard		Vacant	Adell, Tim
ALDH		Cline, Diane	X	Cole, Chris	Basha, Claudia
C&L		Contreras, Fernando			Bozonelos, Dino
Science		Ellis, Lisa		<b>Executive Officers</b>	Burg, Ed
LA	X	Golder, Patty	X	Harvey, L, President	Cole, DeeDee
ATC	X	Malone, Patrick	X	Davis, T., Vice-President	Gibbs, Jessica
C&L	X	McCracken, Mike	X	Huiner, L., Sec./Treasurer	Hollomon, Dave
PAC		Heaberlin, Ed	X	Blanchard, D., Past-President	James, Pam
ATC	X	Ruiz, Maria			Jones, Scott
Voc.		Rubayi, Khalid		<b>Part-time Faculty Representative</b>	Mayer, Peggy
LA	X	Toner, Stephen	X	Akers, Glenn	Menser, Gary
ALDH		Truelove, Terry	X	Elsmore, Cheryl	Oliver, Claude
Voc.		Visser, Mike			Pendleton, Joe
Ac. Com.		Young, Henry			Redona, Jeff
KIN					Tomlin, Karen
					Wagner, Pat
					<b>Guests</b>
					Allan, Peter

Called to order at 3:38 p.m.

No quorum, action/information items will be moved to September 6, 2012 meeting.

### Additions and Revisions to the Agenda

#### 1. Action/Information Items

- |     |   |   |   |
|-----|---|---|---|
| 1.1 | Approval: May 3, 2012 minutes   | Y | N |
| 1.2 | Approval: Curriculum Committee Actions – 04/26/2012, 05/10/2012, 05/24/2012                     | Y | N |
| 1.3 | Distance Education Plan – Lisa Ellis – 2 <sup>nd</sup> Reading                                  | Y | N |
| 1.4 | Full-time Faculty Hiring Practices – Stephen Toner – 1 <sup>st</sup> reading                    |   |   |
| 1.5 | Online Proctoring Policy -- Tracy Davis -- 1 <sup>st</sup> reading                              |   |   |
| 1.6 | Program Review – Jessica Gibbs – 1 <sup>st</sup> reading  |   |   |
| 1.7 | Eliminate Staff Development Committee from AP 1201 – Debra Blanchard -- 1 <sup>st</sup> reading |   |   |

#### 2. President's Report and Announcements

- 2.1 Accreditation Update – Dr. O'Hearn is in San Francisco to address WASC, we will learn our fate sometime in June.
- 2.2 Senate Election -- New officers start Aug. 1, congratulations to VP Claude Oliver, Treasurer Steve Toner, and new representatives. Maria Ruiz won runoff for ATC.
- 2.3 Turnitin – Funding not approved, BOT has turned it down. VPI Allan supports continuation and will present it again to BOT. BOT will get training on how to avoid micromanagement.
- 2.4 PRAISE Reports – Finance and Budget Committee reviewed PRAISE reports submitted by Deans and VPs, prioritized funding requests. \$2 million in requests submitted to administration.
- 2.5 Summer 2013 – Administration has decided to pick classes: general ed., transfer classes with SB 1440 transfer degrees, classes mandated by state, and CTE classes that are part of certificates will get priority. Per VPI Allan, funded FTES are 8600 and we are actually at 9376, which gives \$1 million bonus. State may cut back another 600 FTES predicated on Nov. election. If so, fall/spring will be cut dramatically and state will lower FTES required for \$1 million and summer would be cut to 60 sections.
- 2.6 Graduation: Friday, June 8 – Be there! Adjunct participate in walk.  
Reception at 4:00p.m. in Bldg 72, rooms 1 & 2; Ceremony at 5:00p.m. in Gym
- 2.7 Scheduling --
- 2.8 Bylaws Vote -- Approved 39 yes, 3 no; 2 ballots not submitted properly.
- 2.9 Other

#### 3. Executive Officer's Reports

- 3.1 Past President, Debby Blanchard – No report.

- 3.2 Vice President, Tracy Davis -- Patty Golder & Karen Tomlin will serve as Liberal Arts representatives. Thank you for voting, 91 faculty voted.
  - 3.3 Secretary / Treasurer, Leslie Huiner – Thank you for donating for food money, annual income was \$614, expenditure was \$595, carry-over \$19.56 next year.
  - 3.4 Part-time Representative Report – Glenn Akers – Vote was democracy in action, adjunct excited about the voting process.
4. **Senate Representative Reports**
5. **Committee Reports or Special Reports**
- 5.1 Program Review Committee – Debby Blanchard – Program Review manual submitted for a 1<sup>st</sup> read was an older, incorrect draft. Committee will email it to everyone for September agenda for 2<sup>nd</sup> read. Area representatives will be trained, similar to curriculum committee to work with various areas.
  - 5.2 Graduation Requirements Committee – Pam James – No report.
  - 5.3 Basic Skills Committee – Jeff Redona – No report.
  - 5.4 Honors Program – Tim Adell – No report.
  - 5.5 SLO Coordinator Report – Lisa Harvey – Faculty are submitting a lot of assessment data, if multiple teachers are teaching same course, coordinate/accumulate the data for one submission. Same rubric should be used for both classes.
  - 5.6 Curriculum Committee – Debby Blanchard – Last meeting 5/31. Working on a schedule for course update cycle, discussion regarding upcoming changes to repeatability by Chancellor’s Office, BOG to vote in July, will go into effect Fall 2013.
  - 5.7 Teaching Abroad Committee – Senate executives and VPI in support of VVC rejoining Citrus College consortium for study and teaching abroad. Spring 2013 travel will be to Spain. Students can apply to Citrus for financial aid. Two students traveling to Dankook University, Korea.
  - 5.8 Distance Education Committee – Tracy Davis – Online exam proctoring policy on agenda for first reading, please review it, policy currently being used by Political Science, Math and other departments. Will be looking at accessibility with DSPS.
  - 5.9 Academic Senate Allocations Committee – Lisa Harvey – No report.
  - 5.10 Foundation Report – Scott Jones – Grants have been advertised for summer, grants will be given for every semester except winter; applications due June 13. Recently held golf tournament, encourages departments to sponsor golf course holes.
  - 5.11 Educational Master Plan – Michael Butros – No report.
  - 5.12 Senate Process Efficiency Committee – Tom Miller – No report.
6. **Shared Governance Reports**
- 6.1 Technology Committee – Ed Burg – Process of implementing a separate academic VLAN to separate institutional needs from instructional needs, will start this summer in CIS department, will bypass Websense filter to speed up connectivity and open up access. Dr. O’Hearn supports open access as an academic freedom issue.
  - 6.2 Facilities Committee – Dave Hollomon – No report.
  - 6.3 Safety & Security Committee – Dave Oleson – No report.
  - 6.4 Finance & Budget Committee – Lisa Harvey – Discussed above.
  - 6.5 College Council – Debby Blanchard – 1<sup>st</sup> reading for agenda item 1.7 Eliminate Staff Development Committee from AP 1201 submitted by Fusako Yokotobi to College Council, \$30,000 budget this year came from VPI discretionary funds. Accreditation committee has been tasked with writing a shared governance handbook that may help advocates and committee members understand their roles. Staff Development Committee was not consulted on eliminating their status as a shared governance committee. Will be 2<sup>nd</sup> reading at College Council in September.
  - 6.6 Diversity Committee – Sherri Pierce – No report.
  - 6.7 Staff Development Committee – Greg Jones – No report.
  - 6.8 Student Services Committee – Peggy Mayer – 5 APs approved in College Council, fees go up to \$46; Institutional Research will sponsor workshops to work on ARCC. Dino Bozonelos met with Chief Leonard Knight to discuss students who are on parole, the chief is willing to give workshop to faculty to share more information.
  - 6.9 Accreditation Committee – Debby Blanchard – Still meeting, some new student members.
7. **Adjournment** – Meeting adjourned at 5:07p.m.