

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, Oct. 1, 2015

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

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim	X	Gibbs, David	Burg, Ed
KIN	X	Blanchard, Debra		Rubayi, Khalid	Francev, Peter
Science		Cerreto, Richard			Golder, Patty
LA	X	Ellis, Lisa		Executive Officers	Jennings, Patti
Science		Harvey, Lisa	X	Oliver, C., President	Ruiz, Maria
PAC	X	Heaberlin, Ed		Davis, T., Past-President	
AC	X	Hollomon, Dave	X	Gibbs, J., Vice-President	
ATC		Malone, Patrick	X	Huiner, L., Secretary	
C & L	X	McCracken, Mike	X	Toner, S., Treasurer	
VOC		Menser, Gary			
C & L		Ochoa, Lorena		Part-time Faculty Representative	Guests
RPSTC		Oleson, Dave		Akers, Glenn	Ellerson, Patricia
ALDH		Ramming, Alice	X	Elsmore, Cheryl	
LA	X	Tomlin, Karen			
ALDH		Truelove, Terry			

Additions and Revisions to the Agenda

Welcome to New Dean: Introduction and welcome to Dr. Patricia Ellerson, Dean of Humanities, Arts & Social Sciences

1. Action/Information Items

- 1.1 Action: Academic Senate Minutes 06/04/2015 Y N
 1.2 Information: Curriculum Committee Minutes 05/28/2015, 06/11/2015, 09/10/2015

2. President's Report and Announcements

- 2.1 Faculty Hiring Committees – Hiring full-time faculty: 2 Extended Opportunity Program and Services (EOPS) Counselors, Counselor, English, English as a Second Language, Communication Studies, Psychology, Welding, Nursing and Respiratory Therapy. Discussion on Faculty Obligation Number.
 2.2 New Faculty Hired This Fall – Dr. Jane Burnett, Chemistry.
 2.3 Temporary Full-Time Contracts – Peter Francev, English; James Carver, Mathematics; Michael Haines, Respiratory Therapy.
 2.4 Winter Session – Winter will be offered, discrepancy among deans about number of online courses offered. Need for enrollment management committee. Consolidated Reports Task Force looking at FICMAT report and IPEDS report. Discussion on hidden costs of adding classes that weren't funded for supplies, materials, etc.
 2.5 Board of Trustees Meeting – 4 meetings since last Academic Senate meeting. Pretty much the same, long meetings, orientation video finally passed, board president rotating in December, will be John Pinkerton.
 2.6 President's Tutor Center Task Force – Roger Wagner created task force, has met twice, Pat Wagner chairing.
 2.7 Other – Center for Institutional Effectiveness (CFIE) is progressing nicely in Admin Services building (in the old bookstore) and includes offices, meeting room, training room, restrooms. Accreditation Steering Committee (ASC) was formed, held second meeting last Friday; Claude Oliver, Jessica Gibbs and Lynne Glickstein are the faculty on committee, along with 17 administrators. ASC discussed timeline, emails will be coming out requesting volunteers for one of 4 standards committees, planning a kick-off event; report is due January 2017. Encourage people in your area to volunteer for the standards committees.

3. Executive Officer's Reports

- 3.1 Vice President, Jessica Gibbs – Final call for nominations for Adjunct, Allied Health & Vocational

Area Reps. Adjunct nominees: Leontine Armstrong, Yolanda Penton, Rosyli Reveron. Will be electronic ballot next week. Allied Health: none. Vocational: none. New Science building opened during summer, it may result in rearranging of area reps. Will be attending Academic Senate Fall Plenary in November and attended TracDat 5 seminar /training in San Jose on Tuesday.

- 3.2 Secretary, Leslie Huiner – No report.
- 3.3 Treasurer, Steve Toner - \$95 collected for food donations. Spent \$32.98 on food. \$109.02 balance. Statewide senate dues have been added to normal budget process, \$3,100 paid for this year. Early Alert – Carey Alstadt sent an email with a copy of the letter, if you send it to students copy him. Several departments are working on pilot program to modify Early Alert for next semester. Discussion on using Blackboard to send out Early Alert notices via email or text messages, could use SSSP funds to train someone on how to set it up and teach other faculty how to do it. Toner is participating this year on Tutor Task Force, SLOAC, Tech Committee and SSSP committees.
- 3.4 Past President, Tracy Davis – Per report, finalizing the Faculty Forum. Academic Senate passed AP 1201 last April, it was stalled in College Council, Oliver has requested it be added to College Council agenda next week, it is the shared governance committee document.

4. Senate Representative Reports

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Cheryl Elsmore – Elsmore: don't know if adjunct faculty know they can serve as reps for Allied Health and Vocational Education areas since no full-time faculty has volunteered, can they present their names? Executive board will discuss along with impact of new building on area representative structure.
- 4.2 Area Representatives – Mike McCracken – Counseling may be asking for an agenda item at next month's meeting for resolution dealing with demands on student services around SSSP that are not supported very well by current IT/MIS infrastructure. Lorena Ochoa doing great job notifying about Transfer Center events; Annual College Fair will be held on Monday, Oct 19. Oct-Nov applications due for CSUs, Nov 1-30 applications due for UCs. Encourage students to apply or meet with a counselor now for next academic year enrollment. Discussion on lack of IT support for education and PlanNet recommendations.

5. Committee Reports or Special Reports

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – HASS and STEM annual update due 12/1 to SharePoint. HSPSIT completing comprehensive Praise, peer tech review due 10/19, data just came out last week, final due to SharePoint 12/1. No one applied for coordinator position, JG to do it again this year. Instructional videos will be added to Institutional Effectiveness web site next week for alternative training. All docs and instructions are on Program Review website. Open workshops will also be offered.
- 5.2 Honors Program – Tim Adell – No report.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Regular meetings scheduled. Information is posted on CFIE website. Working on a calendar to get training, professional development and speakers scheduled. Attending TracDat training, want to network with other colleges to see if there are other things we can do. Handbook is finished, looking at suggested revisions. SLO coordinators are attending assessment workshop in November in San Diego, paid through SSSP.
- 5.4 Curriculum Committee – Debby Blanchard – Goal to get all certificates into Curricunet, 62 are in catalog but not in Curricunet. Dean Regino sent email this week, courses are not going to be approved by Office of Instruction if certs are not updated. Academic Senate regional curriculum meetings coming up in November. Five committee members attended Curriculum Institute in July. At each meeting will be sharing training/presentations from institute. Biggest problem is prerequisites validation, a new text box is being added to forms. Malia Carpenter does Instruction Office approvals in Curricunet.
- 5.5 Basic Skills Committee – Pat Wagner – No report.
- 5.6 Other

6. Shared Governance Reports

- 6.1 Facilities Committee – Tom Miller – No report.

- 6.2 Finance, Budget & Planning Committee – Two faculty on committee, two faculty vacancies, all call was sent out. Last year’s augmentation recipients still not notified, upcoming agenda item, should be \$300,000 this year.
- 6.3 Student Success and Support Committee – Carey Alstadt – New Early Alert program, 14 faculty from Math/English being compensated for meeting and participating in pilot program for courses taught in spring.
- 6.4 Distance Education Shared Governance Committee – Lisa Ellis – Tracy Davis is new coordinator. A lot of discussion on OEI, Canvas platform, VVC is locked in to Blackboard in long-term contract through 2017.
- 6.5 College Council – Claude Oliver – Discussed above.
- 6.6 Other

7. **Public Comments**

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject

8. **Adjournment**

Meeting adjourned at 5:02p.m.