

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, October 4, 2012

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

Area		Area Representative		At-Large Area Representatives	Members
KIN	X	Blanchard, Debra	X	Butros, Michael	Adell, Tim
Science	X	Gibbs, David		Menser, Gary	Burg, Ed
Science	X	Gibbs, Jessica			Cerreto, Richard
LA	X	Golder, Patty		Executive Officers	Cole, Chris
PAC	X	Heaberlin, Ed	X	Davis, T., President	James, Pam
PSTC	X	Jones, Scott		Harvey, L, Past-President	Pendleton, Joe
ATC	X	Malone, Patrick	X	Oliver, C., Vice-President	Smith, Mike
C & L		Mayer, Peggy	X	Huiner, L., Secretary	Visser, Sandy
C & L	X	McCracken, Mike	X	Toner, S., Treasurer	Wagner, Pat
ALDH	X	Ramming, Alice			Guests
VOC		Rubayi, Khalid		Part-time Faculty Representative	Allan, Peter
ATC	X	Ruiz, Maria	X	Akers, Glenn	Brady, Joseph
ALDH	X	Speakman, Jeanine	X	Elsmore, Cheryl	Regino, Rolando
LA	X	Tomlin, Karen			
Ac. Com.		Young, Henry			

Call to order 3:41 p.m.

Additions and Revisions to the Agenda

1. Action/Information Items

- 1.1 Action: 09/06/2012 Academic Senate Minutes Motion to discuss (Butros, Heaberlin) Motion to approve (Toner, Butros) **Y**
- 1.2 Action: Change status of Student Learning Outcomes and Assessment Committee (SLOAC) from ad-hoc to standing Academic Senate committee Motion to discuss (Heaberlin, Golder) Motion to approve (Heaberlin, Butros) **Y**
- 1.3 BP 4260, AP 4260: Policy on Prerequisites, Co-Requisites, Advisories – Tim Johnston – 1st Reading - Discussion
- 1.4 Educational Master Plan, Chapters 6 through end of document – 1st Reading – Motion to approve at first reading (Heaberlin, Akers) Discussion. **Y**
- 1.5 Regular Effective Contact Requirement – 1st Reading -- Discussion led by Dean Rolando Regino, expect audit of distance education courses, differences between correspondence and distance education courses, Chancellor's Office is creating good practices for DE. Training by @One 10/19/2012 on campus.
- 1.6 Information: Curriculum Committee Minutes – 05/31/2012, 09/13/2012

2. President's Report and Announcements

- 2.1 Accreditation Update – From faculty perspective, everyone is doing a fantastic job to fulfill our part of it! Per VPI Allan, follow up report #2 should be completed tonight, will go to Oct. BOT, visiting team site visit on Nov. 7. Commission's response expected in early Feb 2013.
- 2.2 PRAISE Annual Updates – Per Jessica Gibbs, draft requested by Nov. 1; normal due date is Dec. 1, but must show implementation of newly revised process for accreditation.
- 2.3 Basic Skills Initiative – Basic Skills Committee meets tomorrow, will discuss funding.
- 2.4 Faculty Forum – Will be published monthly, increasing communication with faculty, posted to SharePoint and senate web page.
- 2.5 Other -- Area reps. will be invited to senate executive meetings once per month. Tracy Davis and Claude Oliver met with Dr. O'Hearn and also with "Fiscal Crisis" team, discussed accreditation status, financial issues.

3. Executive Officer's Reports

- 3.1 Past President, Lisa Harvey – No report.
- 3.2 Vice President, Claude Oliver – College Council update. Committees update. Finance, Budget, and Planning Committee and Staff Development shared governance committees still need members.
- 3.3 Secretary, Leslie Huiner – No report.

<p>Academic Senate 10 + 1: Curriculum - Degree/Certificate Requirements - Grade Policies - Educational Program Development - Standards for Student Preparation & Success - Governance Structures for Faculty - Accreditation - Professional Development - Program Review - Institutional Planning & Budget Development - Other Academic & Professional Matters</p>

- 3.4 Treasurer, Steve Toner – \$95 collection for food money. Senate Budget Task Force held first meeting, planning to ask for senate budget augmentation and create PRAISE report. Dues to state Academic Senate have been paid. Budget would be used to send faculty to senate plenary sessions and curriculum institute.
- 3.5 Part-time Representative Report – Glenn Akers – Discussion with other community college and state university regarding SLOs.

4. Senate Representative Reports

- 4.1 Debby Blanchard – Anatomy/physiology lessons on computers integrated into weight room class. Visit the open weight room.
- 4.2 Ed Heaberlin – “Streetcar Named Desire” play this weekend

5. Committee Reports or Special Reports

- 5.1 Program Review Committee – Jessica Gibbs – In response to accreditation rec. 2, have rec’d. 43/46 revised 2011 reports. Non-instructional is 100% submitted. Trainings for annual update process are being held; must be clear about including data analysis, available on Office of Institutional Effectiveness web page; emphasis is on what has changed since last year, make mention of data in report. Write in descriptor box about trends, reference to data. Drafts requested by Nov. 1. Final submission is Dec. 1 to Instructional Program Review Committee, they will distribute. Include budget report, data sets; include adjunct faculty and classified staff.
- 5.2 Graduation Requirements Committee – Pam James – No report.
- 5.3 Basic Skills Committee – Discussed above.
- 5.4 Honors Program – Tim Adell – Have PLOs. Building Bridges abstracts has been published, building more classes.
- 5.5 SLO Coordinator Report – Lisa Harvey – No report.
- 5.6 Curriculum Committee – Debby Blanchard – Southern Regional Curriculum Meeting at Chaffey, discussion C-ID, TMCs, pre-requisites (content review and data analysis) and repeatability.
- 5.7 Teaching Abroad Committee – Dino Bozonelos – No report.
- 5.8 Distance Education Committee – Tracy Davis – No report.
- 5.9 Academic Senate Allocations Committee – No report.
- 5.10 Foundation Report – Scott Jones – Retreat held last month. Submit mini-grant applications.
- 5.11 Senate Process Efficiency Committee – Tom Miller – No report.
- 5.12 Perkins Oversight Committee – Claude Oliver – No report.

6. Shared Governance Reports

- 6.1 Technology Committee – Ed Burg -- Still meeting.
- 6.2 Facilities Committee – Dave Hollomon – No report.
- 6.3 Safety & Security Committee – Dave Oleson – No report.
- 6.4 Finance, Budget & Planning Committee – No report.
- 6.5 College Council – Claude Oliver – Discussed above.
- 6.6 Diversity Committee – Sherri Pierce – No report.
- 6.7 Staff Development Committee – Needs committee members, contact Claude Oliver to volunteer.
- 6.8 Student Services Committee – Peggy Mayer – Per Steve Toner, discussion re: petition for late withdrawal, meeting with Petitions Committee to recommend process remain as is, with change to automatically notify instructors when students are dropped.
- 6.9 Accreditation Committee – Debby Blanchard – No report.

7. Adjournment

Meeting adjourned at 5:09p.m.