

Area		Area Representatives		At-Large Area Representatives	Members/Guests
1	x	McCracken, Mike	x	Allan, Peter	Tom Basiri
1	x	Contreras, Fernando		Pendleton, Joe	Michael Butros
2	x	Burg, Ed			Tracy Davis
2		Hollomon, David		<b>Executive Officers</b>	Lisa Ellis
3	x	Heaberlin, Ed	x	Menser, Gary, President	Leslie Huiner
3	X	Malone, Patrick	x	Blanchard, Debby, Vice President	Khalid Rubayi
3		Toner, Steve	x	Golliher, Carol, Secretary	Maria Ruiz
4	X	Cerreto, Richard	x	Wilson, Jim, Treasurer	Marc Skuster
4	x	Harvey, Lisa			Martha Vila
5		Truelove, Terry		<b>Adjunct Representative</b>	
6	x	Basha, Claudia	x	Don Peavy	
6	x	Golliher, Carol			
6	x	Wilson, Jim			
7	x	Menser, Gary			

## VVC Faculty Senate Meeting

### AGENDA

Thursday March 1, 2007

Administration Building Room 8, 3:00 p.m.

CALL TO ORDER

### Additions and Revisions to the Agenda

#### 1. Action Items

1.1 **Approval of December 7, 2006 Minutes** — MSC Butros/Huiner **Y**

1.2 **Approval of Curriculum Writer Specialist position—**

Motion to approve Heaberlin/ Butros Discussion was held about the inclusion of adjunct because the resolution specified full-time. The response was because it seems to be in full-timers arena. The question was posed if adj. inclusion would ruin platform? The response was no, we were thinking about release time so FT seemed reasonable. The decision was made to take out “teaching” or “part-time” wording—faculty is faculty. VP Tortorici said that full-time faculty does have other responsibilities than teaching. The question was asked about other positions still to be hired. VP Tortorici said one of Victoria Hindes’s Title V grants should help cover the cost. She doesn’t intend this to take away from any position. The question was asked what would this person do that is different from the chair? The reply was that no one can do it all the first week. Departments will send forward the curriculum and the writer will spare chairs the slogging. The consensus is that we do need to get it done. Some departments have it under control, but not all. If we don’t get it done, we might lose classes and ACCJC also has demands. Chairs and departments will have editing power. We need this to expedite this. Gary said we might even not need “Writer” on position. Curriculum specialist might be sufficient. The the useof the word permanent combined with soft money was queried. Debby said this is a proposal. Let’s see what folks come back with. VP Tortorici encouraged us to go ahead. We can use a grant and promise to institutionalize after 3-5 years. The question was raised as to why the Chancellors office cannot set common SLOs for common courses. The movement is afoot said VP Tortorici. Common SLO’s are

always talked about. It just hasn't been done. The idea was raised to make the position written to make it more permanent and to take out the idea of using soft money. Y

- 1.3 **Approval of CurricuNet Oversight Committee (a sub-committee of the Curriculum Committee)** To act as oversight for the process Members from CC. Mike McCracken / Richard Cerreto Y
- 1.4 **Learning Assessment Committee document** Marc Skuster affirmed in discussion the committee should continue and continue to support the drive to get the SLO's on our courses. After presenting background, Marc Skuster said this is where we are and it is real. Important point is to get money for faculty to develop SLO's. Three recommendations and requests were pointed out. Yes, some details need to be worked out, but the senate has to show support before the team wants to work on it. We still need a date for implementation. The following Tuesday was suggested as a possible date. Grad Requirements Committee representative said the committee is happy to piggy back their ideas with the SLA committee's ideas. Gary Menser proposed having a motion to approve it at a first reading. The question was asked if non-instructional departments are part of this. Only instruction says Marc Skuster, so not counseling but guidance classes. VP Tortorici suggested that we work with a VP that will support this OR to work with president to get his support. The money is a stopper, so we need to find a hook to get support. Ginnie Moran is on the SLAC and can provide the support. Marianne Totorici suggested that we scale back the money amount stated. Ginnie was present when the numbers were discussed. The issue of the date was revisited; Debby suggested 3/5/07 or 30 days from receipt. We are looking for support more than specific amounts. We were reminded us that the work must go on—we need to do something. To approve at first reading MSC Tracy Davis/Lisa Ellis Y  
To approve it MSC Ed Burg Tracy Davis Y
- 1.5 **Terms of Present Officers:** The current officer team started right after the vote; normally we start in fall. Do we want us to go to April 2008 and thus set bylaws aside? August 2007 and still set by-laws? April 2008 and start mid-term and still set by law aside?

Lisa Ellis motion set by-laws aside and elect a new board for August 2008. Mike Butros 2<sup>nd</sup>. Y Reps will follow the same schedule.

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

- 2.1 – Classroom bouncing: full-time faculty having classes moved several times this semester. Anyone else? Let Gary know.  
Replacement faculty: 16 positions. List might include 3 retirees. Mariane Tortorici wants to check where the money for the positions is. We think they are in the departments budgets.
- 2.2 - Ginnie Moran reported on performance based reporting; we are working on having correct narrative and distributing it to campus to make sure we are correct. We need to create a more inclusive model. Several people worked on our first attempt. Accreditation team is coming for an update on our campus. Ginnie Moran is satisfied with we did what we did and we should be OK. Contact her for more information on our accrediting process but look for her name under Virginia Moran, not Ginnie.

## 3. **Executive Officer's Reports**

### **Vice President –**

Board of Trustees meetings: There was a move to begin the open session of Board of Trustees to 5:00 p.m. Voted to tabled it. Flooded gym floor request and approval to spend but only to one company--tabled. Probably want bids. Raise for Pres to compensate for an HR error and for Bruce Baron to keep him here. Match it or better or he leaves. Tabled. Foundation reps were

instrumental in opposition. Baron raise also supported a title change to an Executive VP was the stopper for faculty. Might be on next agenda—watch for email. Bob Kirkham and Juanita Chou are retirees.

**Secretary** – CG in Senate Office on Mondays 1:00 – 1:50 starting next week.

**Treasurer** –Jim Wilson passed the hat for food. We do have money for travel and a laptop. Lisa Harvey, Leslie Huiner, Khalid Rubayi, and Carol Gollither are going to San Francisco for State-wide Academic Senate session in April.

#### **4. Committee Reports or Special Reports**

- 4.1 Curriculum Committee—Richard Cerreto said new airplane maintenance classes and certificate approved. The question was asked if we are ever having a private pilots license class again? Gary Menser will check.
- 4.2 Student Learning Assessment Committee—Joe Estephan/Marc Skuster—no further report after 1.4
- 4.3 Instructional Advisory Committee—Leslie Huiner/Tracy Davis It was reported that VP Tortorici says enrollment is down and the new short term classes will need full enrollment. 3000 students are the target number. The question was asked if these numbers are correct. The reply was ee really don't know. Tracy Davis discussed the handout on possible college re-organization. This is a super-draft and a first step in making this a reality. Future not clear since these types of efforts take a president. Next meeting 3/9
- 4.4 Program Review Committee—Khalid Rubayi announced nine departments have turned in their reports so far. Three more coming. More training sessions in the future. Extension can be arranged. This may be the first time these documents are actually used. Writers need work with the budget committee.
- 4.5 Equivalency Committee—Debby Blanchard reviewed a new documents from state. This is a difficult process if we use eminence. We need to be careful when we use this. Submitters should do the research on candidates—the committee members shouldn't
- 4.6 Hiring Prioritization and Procedures Committee—Mike Smith. Gary Menser says the recently approved document should be going to BoT
- 4.7 Foundation—Becky Palmer Fed-Ex donation of a plane was a success. Alumni Hall of Fame was good but didn't raise as much money. Theatre students were sent.
- 4.8 College Assembly—Debby Blanchard/Mike Smith No meeting. One on March 6.
- 4.9 Honors Committee—Tim Adell presented to Department chairs. Curriculum needs re-written. Biology is already on it.
- 4.10 Graduation Requirements Committee—Mike Butros—no report
- 4.11 Grant Writing Committee—Mike Smith—no report
- 4.12 Senate Budget Committee—Peter Allan—no report
- 4.13 Online Program Committee—Mike Smith—no report

#### **5. Other –**

5.1 Part-time Faculty Report—Don Peavey. State-Wide Academic Senate has been encouraged to incorporate part-timers. So far nothing here. In fact agenda shows them as other. He announced their first ratified contract. He is encouraging part-time folks to get involved. An award is in process for part-time faculty of the year. The question was asked if adjunct get agendas. Yes. Part-time reps were established a long time ago but being a rep is hard when they free-way fly. The agenda will change and show the part-time report to come after treasurer in officer reports.

Ed Heaberlin said thanks for the money for the theatre students to go to the festival.

Barbara Louis said hi. She will be working with non-credit classes and will go to curriculum committee.

Meeting was adjourned at 5:01.