

Area		Area Representatives		At-Large Area Representatives	Members/Guests
1	x	McCracken, Mike	x	Allan, Peter	Khalid Rubayi
1		Contreras, Fernando	x	Huiner, Leslie	Mike Smith
2		Burg, Ed			Joe Pendleton
2	x	Hollomon, David		<b>Executive Officers</b>	Carol DeLong
3	x	Heaberlin, Ed	x	Menser, Gary, President	Sandy Visser
3	x	Malone, Patrick	x	Blanchard, Debby, Vice President	Neville Slade
3	x	Davis, Tracy	x	Golliher, Carol, Secretary	Meredith Johns
4	x	Cerreto, Richard	x	Wilson, Jim, Treasurer	Marc Skuster
4		Harvey, Lisa			Mike Visser
5		Truelove, Terry		<b>Part-time Faculty Rep.</b>	Ron Fields
6	x	Basha, Claudia		Don Peavy	Martha Vila
6	x	Wilson, Jim			Jim Comer
6	x	Golliher, Carol			Tim Adell
7	x	Menser, Gary			Chris Cole

**VVC Faculty Senate Meeting**  
**AGENDA**  
Thursday June 7, 2007  
Administration Building Room 8, 3:00 p.m.

CALL TO ORDER 3: 14

**Additions and Revisions to the Agenda**

**1. Action Items**

- 1.1 **Approval of May 3, 2007 Minutes** — Y Allan/Heaberlin
- 1.2 **Master Plan-2<sup>nd</sup> reading** Y Allan/Heaberlin

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

- 2.1 Hiring the new president is on the board for July 9. Grossmont took the other candidate. Grade submission timeline was discussed; we are trying to maintain quality of instruction so we do need the time. Marianne Tortorici says she never saw the recent email. Today's email from Greta Moon says we have until 6/20. General discussion was held about meeting pre-requisites as it affects registration and grade deadlines. It is not only a problem for us but also for universities. Late grades do have to be entered by hand and that is labor intensive for Admissions & Records. A general discussion was held about the administrative decision to not mail out summer schedules and the lack of campus awareness about that issue, especially for counselors. At a meeting with Marianne Tortotici, she was advised to disband the Instructional Advisory Committee and create an enrollment management committee.

**3. Executive Officers' Reports**

**Vice President – Debby Blanchard** New reps—Neville Slade, Mike Visser, Leslie Huiner All reps please report to the chairs that you represent.  
**Blackboard—Bb** is a mess and we have to be verbal and open about the problems. Willard Lewallen is gone on June 13, so contact Jon Booth, Gary Menser, Marianne Tortorici and be specific. One problem was a grade change in a gradebook; digital drop-box is still a problem. The

question was posed as to whether Jon Booth is communicating to Bruce Baron. Debby says no. A suggestion was made to copy Bruce Baron in emails to Jon Booth.

**Secretary – Carol Golliver** no report.

**Treasurer –Jim Wilson** We have some money, but it'll roll-over to the general fund as does any money that we have to fill out the 1300 budget.

**Part-time Representative Report –Don Peavy** No report

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

- 4.1 Curriculum Committee—Richard Cerreto—Curricunet is ready to go for summer. Training session is in plan for fall over 3 days for many participants. First Non-credit class was passed. Ginger is the temporary NC person.
  - 4.2 Student Learning Assessment Committee—Marc Skuster/Joe Estephan—The committee received 10 applications for assessment projects. The amount of monies vary.
  - 4.3 Instructional Advisory Committee—Leslie Huiner/Tracy Davis Draft of possible re-org. Still in flux.
  - 4.4 Equivalency—Debby Blanchard Counseling is a problem—no more for fall—but the process is working
  - 4.5 Program Review Committee-Kahlid Rubayi Received 75% of the departments that submitted. Even if you have no budget, submit any way. Prioritization is going on with the SBC and Bruce Baron. Questionnaire is in works for the chairs to see what can be done better. For next time, criteria will be included to assess the
  - 4.6 Hiring Prioritization and Procedures—Mike Smith
    - 4.6.1– Hiring Prioritization document This is the version we approved but that they have now rejected. We need some folks hired. The regs that govern the hiring of full-time doesn't have teeth, so there is no penalty for not having the proper ratio of ft-pt. The responsibility does lie with the Board of Trustees. Issues about retiring teachers was discussed. The over spent budget is in the PT budget so hiring more FT would improve the PT budget.
  - 4.7 Foundation—Becky Palmer Thirteen faculty grant requests were submitted. Four funded plus one more the committee would like to see funded. The committee is asking for a bit more money to fund the extra. Foundation retreat at Chaffey
  - 4.8 College Assembly—Debby Blanchard and Mike Smith No report
  - 4.9 Honors—Tim Adell Honors classes are working through the curriculum. Some classes that are honors will be mixed honors and non-honors classes. Awareness of the program is still an issue. Bridge is helping raise awareness of honors; Tim has gone to local high schools to raise awareness. If the classes get large enough the admin might make it part of load.
- Gary left the meeting at 4:20. VP Blanchard took the gavel.
- 4.10 Graduation Requirements—Mike Butros Mike is done with his chairing and Pam James is the new chair.
  - 4.11 Grant Writing and Compliance—Mike Smith Committee is still waiting for a response from cabinet on the document.
  - 4.12 Senate Budget Committee—Peter Allan In a meeting the discussion about materials and supplies money, Peter Allan asked for an accounting so that the PRAISE folks and the SBC can plan. Also in a meeting on Tuesday we suggested that the deans be involved in the process early, not at the end. This is the first time we have gone this far in the

process, so we need to keep on. We need the district though to use the documents that we provide.

4.13 Online Program Committee—Mike Smith no report

VP Blanchard encouraged us to go to the graduation.

**ADJOURNMENT** — the meeting adjourned at 4:24