

**Victor Valley College Academic Senate Meeting - Thursday, April 1, 2021****Members present**

Tim Adell, Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Leontine Jefferies, Khalid Rubayi, Jacqueline Stahlke, Terry Truelove, Julia Wendt

**Officers present**

Henry Young, Lynne Glickstein, Lee Bennett, Dave Gibbs, Leslie Huiner

**Meeting called to order at 3:32 PM**

## 1. OPENING ITEMS

Procedural: 1.1 Public Comments Related to Agenda Items

## 2. INFORMATION ITEMS

Information: 2.1 Curriculum Committee Minutes - 02/25/2021, 03/11/2021

## 3. ACTION ITEMS

Action, Minutes: 3.1 Approval of Academic Senate Meeting Minutes 03/04/2021

Motion to approve by Glenn Akers, second by Kelley Beach.

Final Resolution: Motion Carries

Yea: Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Patty Golder, Ed Heaberlin, Leontine Jefferies, Jacqueline Stahlke, Julia Wendt

Not Present at Vote: Tim Adell, Tiana Gray, Khalid Rubayi, Terry Truelove

Action: 3.2 Certificate Course Requirement Substitution - Request Form

Per Blanchard, updating the form with a few minor changes.

Motion to approve by Debra Blanchard, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Patty Golder, Ed Heaberlin, Leontine Jefferies, Jacqueline Stahlke, Julia Wendt

Not Present at Vote: Tim Adell, Tiana Gray, Khalid Rubayi, Terry Truelove

## 4. PRESIDENT'S REPORT

Report: 4.1 President, Dr. Henry Young

1. Reopening- (May 10th, 2021) Takedown Barriers. Does not affect Instruction. Non-Instructional will have to follow PP&E regulations. Phased II-III preparation. Operational staff and management back on campus.

2. End of April the new Phone System will be implemented, less expensive. Training (online) will be provided.

3. Desert Valley Medial Group Will Use the Gym (Starting April the 5th, 2021) as a vaccination location

4. Success Teams Around Ram Path's Discussions Pillar 4. - Vital to EMP. Faculty will be involved with Solutions Summit.

Effective Teaching and Learning.

Promote Full time and Full-Time

Solutions around Pillar 4 Effective teaching and learning.

Healthy Mind Survey\_ outside impacts what is achieved inside (4-week Survey).

5. Cares Act for students, access every month for a grant. Part-Time Faculty. Students have available \$500 per Month on a qualified basis. Students must apply every month.

6. Academic Senate Committee: (All Call)

Was Diversity - Is Diversity Equity and Inclusion - Proposing new senate DEI committee, Henry is also co-chairing participatory governance DEI Committee. Shared document with charge (see attachments,) all-call will be sent out, working on committee charge, guidelines, and meeting times, senate DEI committee will develop anti-racism initiatives, advocate for college constituency groups.

7. Task Force: Faculty Welcome- 1 to 3 faculty if possible, 4 Maximum. The goal is the speed of evaluation and execution related to the task. If you're interested in being involved, contact task force leads listed below. Reviewed sample of "Institutional and Team Guidance for ACCJC Standard I.B.3" and "ISS standard projections" as examples of Institutional Set Standards guidance, annual review of how we've achieved them, substandard performance that triggers planning, feeds into SEA, DEI and equity imperative in EMP. Per Dr. Julia Wendt, these targets lie with faculty and academic senate. Last time standards were set low, not in a transparent manner, we didn't set aspirational goals, our success was higher than goal, benchmarks were set low. This time faculty will set both floor and stretch standards. ISS document and CTE portion will be sent to faculty and shared on BoardDocs. Jan Espinoza needs updated figures by April 7 to be added into the ACCJC midterm report, which is due April 9. Discussion on historical data, Jan reviewed data in ISS from 2020 Annual Report on our accreditation website.

Bylaws Task Force: V.P. Lynne Glickstein, and...  
 Credit For Prior Learning Task Force: Debby Blanchard, and...  
 Institutional Set Standards Task Force: David Gibbs, Regina Brown, and...

## 5. EXECUTIVE OFFICER'S REPORTS

Report: 5.1 Vice President, Lynne Glickstein

1. New ASCCC Open Educational Resources (OER) Liaison - Yvonne Reed

Task Force has met and got quite a bit of work done, reviewing ASCCC constitution and bylaws to make sure we are aligned, will be sent out for review.

Report: 5.2 Secretary, Leslie Huiner

Check the [OBOC \(One Book, One College\) website](#) for information about upcoming events: VVC Library Book Club with special guest Theresa Shellcroft on May 19, Art Department and Library Zine, Spring Essay Contest, Guest Lecture by author Esi Edugyan on Thursday, April 29. Please support One Book, One College activities. Fall 2020 activities included Library Book Club with a special presentation by Lisa McElroy, Art Department & Library Zine, Art Contest, Speakers Series on Morals & Ethics, and Music Department concerts.

Report: 5.3 Treasurer, David Gibbs

Today he would have brought pizza if we were having a face-to-face meeting.

Report: 5.4 Past President, Lee Bennett

1. Ferrilli Automated Degree & Certificate Evaluator for automatic awarding of certificates and degrees - AS passed a resolution in March 2019 that went to the Board of Trustees about automatic awarding of certificates and degrees. Our new Director of A&R David Vasquez has supported this in a substantive way. Resolution was written in response to some data about the numbers of students who have achieved but maybe don't know they have earned these awards, and they've gone un-awarded. For example EMT has had 490 unawarded certificates; with the Student Centered Funding Formula, that has potential of being significant funds left on the table, and it doesn't help us document successes in our programs. Beginning in the summer the district will be implementing Ferrilli Automated Degree & Certificate Evaluator. It's not exactly automatic awarding of certs/degrees, it audits all records for particular term and auto generates emails to students to tell them they have qualified for a particular degree or certificate and they can opt in to be awarded. Perils with auto-generation is financial aid and ed plan implications, but this will give students the option. Giant step forward, when we look at ISS and stretch goals, this system could help us improve our goals and our outcomes, trickle down effects may be related to Aspen award with levels of improvements.

Institution-wide push for College Council, standing participatory governance committees and AS committees, which fall under Brown Act, to use BoardDocs to post agendas and minutes as a central repository for all of these documents. BoardDocs also has an option for including goals and standards, we can use that to link our actions to goals. Helpful to organize, retain and make documents and information available for accreditation reports. Automotive Department is using it for department meetings.

## 6. SENATE REPRESENTATIVE REPORTS

Report: 6.1 Part-Time Faculty Area Representatives - Glenn Akers, Leontine Jefferies, Jeff Stalians

Glenn Akers - Would like to submit name of someone to serve as temporary part-time AS representative for Jeff Stalians while he is out, necessary to provide adequate representation to 400+ part-time faculty.

Report: 6.2 Area Representatives

Kelley Beach - May 10 is target date to reopen campus. General counselors received letter from HR on Feb 17 that they can no longer teach GUID classes as part of their load and must spend 35 hours counseling, which affects ability for committee work such as this AS meeting. Asking for awareness and support from instructional folks and friends to support us along the journey. No consistent direction regarding May 10 re-opening about face-to-face counseling and virtual counseling sessions.

## 7. COMMITTEE REPORTS OR SPECIAL REPORTS

Report: 7.1 Basic Skills Committee - Patty Golder

Maria Ruiz and Patty talking and revising curriculum, new ideas going through Basic Skills Committee, approached VP and will have meeting with new dean soon. Promoting GED, BSKL noncredit, and using the grant to move that forward, ESL curriculum is changing.

Report: 7.2 Catalog Committee - Lorena Dorn

We met March 23rd from 3:30 to 5:00. Highlights from our meeting are the following. We reviewed the 2021-2022 catalog cycle and suggested improvements for next year. We discussed how non-credit classes will be advertised in the catalog since many of them belong to specific disciplines. The committee agreed that we want to list C-ID numbers in the catalog and that we want to reorganize the 2022-2023 catalog by RAMPPaths to match the new website. We began the discussion of having multiple catalog addendums per year. The committee provided ideas for us to investigate and we will bring this topic to the next meeting agenda.

Report: 7.3 Curriculum Committee - Debby Blanchard

Meeting 2nd and 4th Thursday. Discussed standardizing the term "noncredit" throughout curriculum and catalog. C-ID numbers go through curriculum, needs to appear in META so that impacts where it goes in the course description. There is a backlog of courses, certificates and degrees that have been approved by committee members, but there is a glitch in Meta, they will be moving forward to the agenda.

Report: 7.4 Faculty Professional Development Coordinator – Steve Toner

Professional Development:

I continue to be available to any faculty who need any help on any pedagogy during my weekly office hours. We have two upcoming events:

- Regina Brown (and others) will be presenting on Friday, May 7<sup>th</sup> regarding completing the IPR.
- Maria Andersen, our guest speaker from the All College Day, will be back to present to faculty on Friday May 21<sup>st</sup>.

Report: 7.5 Honors Program – Tim Adell

Last Friday and Saturday 5 VVC students (Katie Ziegler, Sheena Passwater, J.W.M. Brinkley, Nicholas Atmore, Enrique Ramirez) presented at the UCI Undergraduate Honors Research Conference, see attached program, we're trying to get recordings of the presentations to share. Will be putting out all-call for people to join Honors Committee after the break, who doesn't have enough committees?

Report: 7.6 Instructional Program Review (IPRC) - David Gibbs

Last meeting discussed challenges in way data has been given to faculty and how we can fix that. We've talked about Institutional Set Standards. We've been approved for Nuventive platform upgrades, will be getting that information shared with everybody. Making recommendations to timeline in AP 6200, mostly about getting other colleges processes in line with our processes for program review.

Report: 7.7 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder

Nuventive platform is moving forward, there are many options that need to be approved by many constituencies, with IPRC probably first. Moving forward with asynchronous ILO assessment, scheduled for 4/26-4/30, asking psychology and history to participate, if anyone else wants to be in on ILO assessment please email her.

## 8. PARTICIPATORY GOVERNANCE REPORTS

Report: 8.1 College Council – Henry Young

Discussion on committees reporting out at College Council meetings, important for constituency climate and communication.

Report: 8.2 Distance Education Advisory Committee – Tracy Davis

DEAC meeting on consistent basis, one of our tasks this spring is to revise our DEIC process, which will be brought to the senate as we did in 2019 to get it approved. It needs to be revised because we weren't on Canvas at that time, ideally streamline process for faculty who are already teaching at other places and create list of acceptable certification classes and processes, such as other colleges or @One certification. Henry and Tracy will be doing POQR training in May-June, 2 committee members are currently doing it, making sure our courses are aligned with the Online Education Initiative Rubric. DE Coordinator has discussed joining OEI course exchange, covers both senate and union issues; if you want to teach in the course exchange must comply with rubric, also ACCJC and state requirements.

Report: 8.3 Finance, Budget & Planning Committee – Henry Young

Reviewed documents in BoardDocs. No augmentation funds since Covid-19. Working on new prioritization allocation rubric, looking to align various elements with Ed Master Plan, Student Equity and Achievement, and the equity imperative for Caring Campus, Guided Pathways and other elements. AP 6200 rubric is outdated. When rubric is vetted by FBPC it will be shared with senate. Reviewed unrestricted, general fund tentative budget, identified areas that are positives and negatives. Contract ed can be expanded on. Took a hit this year with non-resident tuition. SERP really helped us this year with salaries. Concern that employee benefits will continue to rise, not talking from union perspective or anything negotiated, just finance perspective. Reserves for contingencies set aside to fund augmentation requests, about \$300,000. About 10% reserve looks good; next year numbers in ending fund balance go into the red if we don't have increase in local revenue or decrease expenditures. CARES Act funds are restricted to COVID expenses. Look at opportunities for increased funds (audio cuts out on Zoom,) increase FTES to make us more effective. FTES declined from 9635 to P1/first census 7690, confident it will increase in fall.

Report: 8.4 Technology Committee – Steve Toner

Technology Committee

- The website update is in progress. The tentative date of launch on May 15<sup>th</sup> seems to still be on track.
- The committee has been updating APs and BPs to assure compliance.
- We are busily working on the Tech Master Plan to align with the Ed Master Plan. We hope to have this to move forward to the College Council in May.

## 9. ADJOURN

Procedural: 9.1 Adjourn the April 1, 2021 Academic Senate Meeting  
Meeting adjourned at 5:12p.m.