

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, May 1, 2014

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

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

Called to order at 3:32p.m.

Thank you to Lisa Harvey, Past President.

Additions and Revisions to the Agenda

1. Action/Information Items

- 1.1 Action: 4/10/2014 Academic Senate Minutes (M/S/U) (Blanchard, Butros) **Y**
- 1.2 Curriculum Committee Handbook – 2nd Reading (M/S/F) (Blanchard, Menser) (YES votes: Blanchard, Golder) Discussion re: cross discipline consultation prior to committee approval (page 26). Request to add civics and workforce prep to the section on non-credit (page 8); concern that we do not currently teach it. Remedial is now referred to as developmental (page 7). Discussion on selection of representatives and following bylaws (page 12) and need for training opportunities. Amend motion to approve with revisions (M/S/F) (Menser, Akers) (YES votes: Blanchard, Golder, Ramming, Elsmore; Abstention: Malone) **N**
- 1.3 BP 2515 – Use and Distribution of the Guaranteed Income Contract Fund “GIC” – 2nd Reading (M/S) (Gibbs, D., Mayer) Motion to approved as corrected (M/S/U) (Ellis, Harvey) **Y**
- 1.4 BP 2520 – Percentage of Budget Committed to Salary and Benefits – 2nd Reading (M/S) (Gibbs, D., Butros) Motion to approve as corrected (Ellis, Butros) (M/S/C) (NO vote: Ramming) **Y**
- 1.5 AP 3570 – District Smoking Policy – 2nd Reading (M/S/C) (Mayer, Butros) (Abstention: Akers) **Y**
- 1.6 Governing Documents Revision: Bylaws – 1st Reading (M/S) (Mayer, Butros) Second reading in September, review it over summer and send revisions to ASET.
- 1.7 Governing Documents Revision: Constitution – 1st Reading. (M/S) (Butros, Mayer) Second reading in September, review it over summer and send revisions to ASET.
- 1.8 AP 2410 – Policy Making – 1st Reading (M/S) (Butros, Mayer) Second reading in September.
- 1.9 Information: Curriculum Committee Minutes 3/27/2014
- 1.10 Information: Program Review – Program List Spring 2014

2. President’s Report and Announcements

- 2.1 Accreditation – Visiting team conducted site visit. Allan received confidential report, distributed to individuals who would be knowledgeable about factual corrections. Feel that recs 2 and 3 continue to be met, ongoing concern about rec 6. Report back from ACCJC in July.
- 2.2 Hiring: 2013-2014/2014-2015 – Last year ASET submitted list of recommended hires to administration, based on a prioritization process analyzing program reviews and annual reports; per administration 4 positions were supposed to be hired but it never happened. Does senate body want us to keep this list for next year?, or use it in conjunction with a review of this year’s program reviews and annual updates to create a new list? Counseling getting a new hire this year funded through categorical funds for Student Success Act. Email Tracy and Claude with recommendations to either go forward with the existing list or compile a new list.
- 2.3 Board of Trustees Meeting – Next meeting will be May 13.

- 2.4 Institutional Effectiveness Committee Needed – Discussed in AP 1201 task force. The 2011 ACCJC report said this committee was doing demonstrable, evidential work, so task force will be looking at it.
- 2.5 Graduation May 30, 2014 – Faculty Guides: Mary Sypkens and Glenn Akers. Encourage everyone to attend.
- 2.6 Other - It has been a privilege and pleasure to serve as senate president.

3. Executive Officer's Reports

- 3.1 Past President, Lisa Harvey – Glad to be present after car accident.
- 3.2 Vice President, Claude Oliver – Present Tracy Davis with appreciation gift from ASET. Senate Elections Announcement – Elections start tomorrow and run for 1 week, votes will be counted in PAC classroom at 6pm on Friday. Ballots and ballot boxes will be delivered tomorrow. Adjunct faculty will vote electronically.
- 3.3 Secretary, Leslie Huiner
- 3.4 Treasurer, Steve Toner - Collection for food money: \$84 in April and \$88 in May. Balance of \$76.67. Senate plenary report sent out by email and will be in next issue of Faculty Forum.
- 3.5 Part-time Representative Report – Glenn Akers – There are 414 adjunct with 2 senate representatives, request to increase by at least 1 part-time representative. Recommend that he send that suggestion for bylaws revision.

4. Senate Representative Reports

- 4.1 Other –
Ed Heaberlin – This is last weekend for Theater Arts Department's production of "All My Sons."
Jessica Gibbs – Campus Communication Day yesterday, was video recorded and will be posted on public relations web page, topics included accreditation, grants, and scorecard.
Alice Ramming – Nurses participated in disaster preparedness drill at the RPSTC.
Debra Blanchard – Kinesiology Department's dance performance May 16-18. New dance club, also performing at Cinco de Mayo celebration.

5. Committee Reports or Special Reports

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – Finished revision to comprehensive PRAISE, template on SharePoint and senate web page, do not use previous templates, this year will be Track B. Finishing revision to annual update, should be available May 9. Ongoing workshops for training.
- 5.2 Honors Program – Tim Adell – 9 students did wonderfully at Irvine, aiming for more next year.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – David Gibbs – Working on process and hope to smooth it out before fall 2015.
- 5.4 Curriculum Committee – Debby Blanchard – New interface on cover page with a checklist for updates.
- 5.5 Distance Education Senate Committee – Paul Toning
- 5.6 Basic Skills Committee – Pat Wagner
- 5.7 Legislative Analysis Committee – Lisa Harvey – Reviewing Brown Act implications for all committees – not applicable to senate committees except for curriculum. Looking at law regarding baccalaureate degrees awarded at community colleges. Pro-con arguments were featured in the Advocate newsletter.
- 5.8 Other

6. Shared Governance Reports

- 6.1 Technology Committee – Ed Burg
- 6.2 Facilities Committee – Tom Miller
- 6.3 Finance, Budget & Planning Committee – Claude Oliver – Discussion about going back down to a "small size" college, ignoring wait lists.
- 6.4 Student Success and Support Committee – Peggy Mayer – Early Alert is going to happen in fall, will present process at first senate meeting in September, will use WebAdvisor, pilot testing now, new counselor will be monitoring those students.
- 6.5 Distance Education Shared Governance Committee – Lisa Ellis – Successful workshop last Friday, working to keep everyone up to speed, emphasizing Online Education Initiative (OEI) and may put together a task force, Dean Rolando Regino signed us up for a pilot project but there are questions about student registration and apportionment.
- 6.6 College Council – Claude Oliver – BPs inadvertently left off last agenda. Stress with IT the need for student email and portal.
- 6.7 Other

7. Public Comments

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject
VVCFA sponsoring The Event on May 16, party at Hilton Garden Inn.

8. Adjournment

Meeting adjourned at 5:23p.m.