

# VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, May 2, 2013

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	Bozonelos, Dino
Science	X	Gibbs, Jessica			Burg, Ed
LA	X	Golder, Patty		<b>Executive Officers</b>	Cerreto, Richard
PAC		Heaberlin, Ed	X	Davis, T., President	Ellis, Lisa
PSTC		Jones, Scott	X	Harvey, L, Past-President	James, Pam
ATC	X	Malone, Patrick	X	Oliver, C., Vice-President	Skuster, Marc
C & L	X	Mayer, Peggy	X	Huiner, L., Secretary	
C & L	X	McCracken, Mike	X	Toner, S., Treasurer	
ALDH	X	Ramming, Alice			
VOC	X	Rubayi, Khalid		<b>Part-time Faculty Representative</b>	
ATC	X	Ruiz, Maria	X	Akers, Glenn	<b>Guests</b>
ALDH	X	Speakman, Jeanine	X	Elsmore, Cheryl	Abbott, Catherine
LA	X	Tomlin, Karen			Allan, Peter
Ac. Com.		Young, Henry			Hardy, Karen
					Johnston, Tim
					Ontiveros, Ginger

Called to order 3:30 p.m.

## Additions and Revisions to the Agenda

### 1. Action/Information Items

- 1.1 Action: 04/04/2013 Academic Senate Minutes (Menser, Butros) Y
- 1.2 AP 6331 Purchasing Procedure – 1<sup>st</sup> Reading (Menser, Butros)  
Introduction by Karen Hardy, Director of Fiscal Services
- 1.3 AP 6200 – Budget Development – 2<sup>nd</sup> Reading (Harvey, Blanchard) 1 No vote Y
- 1.4 AP 4225 – Course Repetition – Tim Johnston – 2<sup>nd</sup> Reading (Blanchard, McCracken) Y
- 1.5 AP 5030 – Student Services Fees – Tim Johnston – 2<sup>nd</sup> Reading (Menser, Butros) Y
- 1.6 New Definition of Programs – 2<sup>nd</sup> Reading (Gibbs, J., Menser) Y
- 1.7 Student Complaint Form – 2<sup>nd</sup> Reading (Menser, Butros) Y
- 1.8 Information: Faculty Hiring Prioritization Rubric – Reviewed procedure and rubric
- 1.9 Information: Curriculum Committee Minutes 3/28/2013

### 2. President's Report and Announcements

- 2.1 Statewide Academic Senate – Spring Plenary – Steve Toner, Claude Oliver & Tracy Davis attended, will send out email reports w/PPT presentations from plenary
- 2.2 Accreditation Steering Committee – Lisa Harvey, Jessica Gibbs and David Gibbs – Generating reports to distribute, looking at individual courses and which SLOs have not been assessed within a course; not many that have not been done yet. PRAISE/Annual Updates completed, now at 100%. Noticed that Program Reviews are not including dialog related to assessment planning; outcomes assessment dialog form sent out by David Gibbs, to be inserted into PRAISE/Annual Updates. Adjunct faculty who have not completed assessments have been contacted by email, invited to trainings.
- 2.3 Enrollment Management / Summer Schedule – Thanks to Peter Allan, VPI, and please say thanks to Jennifer Larriva for coming up with the expanded summer schedule numbers.
- 2.4 Other – Presentation by Ginger Ontiveros and Catherine Abbott from VVC Foundation re: Campaign for Classes, adding 50 extra classes to schedule next academic year. Auto-occupado volunteers needed. VVC Student applied for Jack Kent Cooke scholarship, was not awarded the scholarship. Special BOT meeting tomorrow with one agenda item: appointment superintendent/president. Thanks to everyone who has been supporting faculty in response to the recent attacks on college and faculty, and for attending the Community Call to Action meeting. New student application deadline brought by Student Success and Support Committee, proposing a deadline to apply to college 2 weeks prior to the start of the semester, if they apply after that deadline they will not be allowed to register until the next semester.

**3. Executive Officer's Reports**

- 3.1 Past President, Lisa Harvey – If you have comments regarding Assessment Newsletter, please send them to her, it was a positive look at the work we've done, how we've integrated SLO assessment throughout campus.
- 3.2 Vice President, Claude Oliver – Call for Committee Members; BOT Meeting – Call for committee members for Employee Professional Development Committee and the Legislative Analysis Committee (will start in the fall.) BOT meeting on May 14, will send example of card that needs to be submitted prior to the meeting in order to speak. Lawyer Diana Carloni, who presented the Community Call to Action, has been disciplined by the American Bar Association for misrepresenting facts.
- 3.3 Secretary, Leslie Huiner – No report.
- 3.4 Treasurer, Steve Toner – Thank you for the \$85 collected for food money. Attended plenary session and will send out report, concentrated on workshops on MOOCs, discussion on SB 520.
- 3.5 Part-time Representative Report – Glenn Akers – emails re: union issue, not discussed at senate.

**4. Senate Representative Reports**

Michael Butros – will send more information about SB 520 and AB 1306 or 1308.

**5. Committee Reports or Special Reports**

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – Faculty survey re: annual update completed, will send survey to shared governance and senate committees that use program review to see what information they need.
- 5.2 Graduation Requirements Committee (GRC) – Pam James – Has not met.
- 5.3 Basic Skills Committee – Pat Wagner – Has not met.
- 5.4 Honors Program – Tim Adell – UCI conference in March, 6 students gave good presentations, looking forward to adding science classes and an orientation session at beginning of semester.
- 5.5 Student Learning Outcomes and Assessment Committee (SLOAC) – David Gibbs – Will discuss ILO assessment and how to assess AA/AS degrees.
- 5.6 Curriculum Committee – Debby Blanchard - Reviewed changes for distance education regular effective contact. SLO revision process is working well. Will be adding a “text-book update only” revision.
- 5.7 Teaching Abroad Committee – Dino Bozonelos – No report.
- 5.8 Distance Education Senate Committee – Steve Toner – Paul Tinning elected chair, will be working with shared governance committee, senate committee will review the issues related to senate issues.
- 5.9 Foundation Report – Scott Jones – No report.
- 5.10 Perkins Oversight Committee (POC) – Claude Oliver – Reallocation funds have been spent. Three people going to Washington D.C., coordinator working on federal report, the coordinator will let departments know if they received funding.
- 5.11 Senate Process Efficiency Committee – Tom Miller – No report.

**6. Shared Governance Reports**

- 6.1 Technology Committee – Ed Burg – If anyone hasn't had machine updated to 2 gigs of memory, let him know.
- 6.2 Facilities Committee – Tom Miller – No report.
- 6.3 Environmental Health & Safety Committee – Dave Oleson – No report.
- 6.4 Finance, Budget & Planning Committee – Pat Wagner – Discussed above.
- 6.5 College Council – Claude Oliver – Discussed above.
- 6.6 Diversity Committee – Sherri Pierce – No report.
- 6.7 Student Success and Support Committee – Peggy Mayer – Discussed above. Send her feedback regarding 2-week deadline for new student application.
- 6.8 Accreditation Committee – Debby Blanchard – No report.
- 6.9 Distance Education Shared Governance Committee – Lisa Ellis – No report.
- 6.10 Datatel Steering Committee – Steve Toner – MIS department trying to prioritize work changes in Datatel.
- 6.11 Employee Professional Development Committee – Please let Claude know if you are interested in serving.

**7. Public Comments**

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject

Tracy Davis – See “The Importance of Being Earnest” directed by John Rude next two weekends.

Tim Adell - Writing Contest needs writing, artwork submissions.

Debby Blanchard – Discussion regarding disability insurance and cancer insurances offered through open enrollment.

**8. Adjournment 5:10 p.m.**