

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, June 2, 2016

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

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim		Gibbs, David	Alstadt, Carey
VOC	X	Bennett, Lee		Rubayi, Khalid	Burg, Ed
KIN	X	Blanchard, Debra (Huiner, proxy)			Butros, Michael
Science	X	Cerreto, Richard		Executive Officers	Jennings, Patti
LA		Ellis, Lisa	X	Oliver, C., President	Ruiz, Maria
Science		Harvey, Lisa	X	Davis, T., Past-President	Young, Henry
PAC	X	Heaberlin, Ed	X	Gibbs, J., Vice-President	
AC	X	Hollomon, Dave	X	Huiner, L., Secretary	
ATC	X	Malone, Patrick	X	Toner, S., Treasurer	
C & L	X	McCracken, Mike			
C & L	X	Ochoa, Lorena		Adjunct Faculty Representative	
RPSTC		Oleson, Dave		Akers, Glenn	Guests
ALDH		Speakman, Jeanine	X	Armstrong, Leontine	Aguilar, Kevin
LA	X	Tomlin, Karen		Reveron, Rosyli	Ledesma, Abigail
ALDH		Truelove, Terry			

Called to order at 3:41p.m.

Additions and Revisions to the Agenda

1. Action/Information Items

- 1.1 Action: Academic Senate Minutes 05/05/2016 (Heaberlin, Adell) M/S/U **Y**
- 1.2 Waitlist Process: Guidelines for Students – 2nd Reading (Davis, Tomlin) Discussed. Motion to postpone action item to the fall due to corrections and potential changes that need further discussion. (Davis, Bennett) M/S/U **Y**
- 1.3 Waitlist Process: Guidelines for Faculty – 2nd Reading (McCracken, Davis) Discussed, approved as corrected. M/S/U **Y**
- 1.4 Information: Curriculum Committee Minutes 04/28/2016, 05/12/2016

2. President's Report and Announcements

- 2.1 Congratulations to Retiring Faculty – 9 faculty retiring. Thanks to Patrick Malone (Math) for serving as senate area rep. Retirees are: Bob Carlson and Joe Estephan (Math); Maggie Dunsmore (Co-op Ed); Mike Visser (Administration of Justice); John Sweet (Automotive); Marc Skuster (39 years, Philosophy); Tom Miller (40 years, Music); John Akins (Library). Replacement faculty and some growth positions are in recruitment, should be 25 more faculty in August.
- 2.2 Graduation Ceremony, Friday, June 10 – Encourage faculty to attend.
- 2.3 Update on Accreditation due January 2017 – Drafts are due this coming week. Will probably be working on it over summer, final draft due to AS and College Council the first week of October. Roger Wagner sent out request for volunteers to work on standards.
- 2.4 Adjunct Voting Survey Results... (Handout) – Adjunct rep requested considering paper ballots for area rep voting rather than electronic voting for the 503 adjunct faculty. Academic Senate sent out electronic survey via email. Voting participation by adjunct has been small. 86 responded to the survey, with 80 people (93.02%) voting for electronic voting, 6 people (6.98%) voting to use paper ballots. Feedback from one adjunct was that voting is hard because they do not know the candidates who are running; anyone running for office has ability to send out flyers or campaign information. Idea to put candidate statement on senate web site or the electronic ballot. Discussion that some adjunct do not know who/what Academic Senate is, area representatives should be reaching out to faculty.
- 2.5 VVC Institutional Effectiveness Performance Assessment System Summary of District Goals, Annual Targets, and Key Strategies – Handout reviewed and discussed. Got handout from administrative meeting, disseminate it to your colleagues. Originates from IEPI, mandated to report it to Chancellor's Office, purpose is to stimulate institutional dialogue, drive budget decisions and planning; aspirational, no consequence if you don't meet the goals, audience for the goals is the

institution, somewhat mirrored to annual ACCJC report. Senate's view is this document should have input campus-wide. There are \$150,000 stipends available to bring team to institution to help college identify areas of improvement that we can use the stipend to improve; VVC applied and was awarded the stipend to create an action plan and use the funds. Send concerns to Virginia Moran.

- 2.6 VVC 10 Strategic Goals 2016 and Beyond.... Handout – Reviewed.
- 2.7 VVC Tier 1 Summary of High Priorities 2016-2017.... Handout – Reviewed.
- 2.8 Other –Technology Committee – All students will receive email accounts administered by Gmail in fall that they will be required to use for official campus communications (email address will be first 6 letters of last name, first initial, four random numbers @ student.vvc.edu) and these addresses will be on WebAdvisor and Blackboard. College Council – Steve Garcia informed us there is talk about providing restrooms for transgender students; buildings that have faculty/staff restrooms that are keyed and single-stall will be taken away and made into gender neutral restrooms. Most have male and female restrooms, so one will be made open and public; the other will remain for faculty/staff as a gender neutral restroom but will be keyed. Propose that in buildings where there is only 1 gender neutral faculty/staff restroom it remain for faculty/staff; in buildings where there are 2 restrooms for male/female, change one to gender neutral public and keep the other for faculty/staff.

3. Executive Officer's Reports

- 3.1 Vice President, Jessica Gibbs –Looking forward to serving as academic senate president, thank you for your service to faculty.
- 3.2 Secretary, Leslie Huiner – No report.
- 3.3 Treasurer, Steve Toner - \$30 in donations for food. Balance ~~\$89.56~~ \$92.56 for next year, plus assorted drinks and supplies. Planning a faculty handbook to assemble resources that are out there into a handbook for faculty. Working with Roger and Peter on trying to plan a new full-time faculty orientation, no date has been set yet.
- 3.4 Past President, Tracy Davis – Last meeting as past president. Distance Ed newsletter going to be sent out with date of Oct. 14 for DE Academy; Blackboard upgrade on June 13. Reminder that “To Kill a Mockingbird” is being performed this weekend.

4. Senate Representative Reports

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Leontine Armstrong, Rosyli Reveron Armstrong – Planning to send an email to adjunct after every senate meeting to catch them up on everything, if you have anything you want them to know please email her.
- 4.2 Area Representatives

5. Committee Reports or Special Reports

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – TracDat moving along, narrative built, waiting on data part of it, approval is on Tuesday's docket for BOT; coordinator for next year has not been appointed yet.
- 5.2 Honors Program – Tim Adell
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder
- 5.4 Curriculum Committee – Debby Blanchard – Report – VPI is pushing to purchase new Governet (Curricunet) system called META. The list of courses distributed to department chairs for courses (“the 10-4-14 list”) that were deactivated in Colleague but not in Curricunet had only 30 courses remaining for deactivation or updating as of 5/27/16. Still a need for certificates and associate degrees to be added to or updated in Curricunet. Last meeting is June 9. AP 4020 and Course Substitution for Certificate were approved by Curriculum and moved to Catalog Committee for approval before being forwarded to ASET. Blanchard, Golder, Stahlke, James and Carpenter attending Curriculum Institute in July. Blanchard available to help faculty with curriculum during summer.
- 5.5 Basic Skills Committee – Will be rescheduled for fall.
- 5.6 Other

6. Shared Governance Reports

- 6.1 Facilities Committee – Tom Miller – Working with Spencer/campus architectural advisor, have reviewed facilities master plan and 5-year facilities construction plan that is submitted annually to state. Renewed focus on second campus on west side. Plan for new “One Stop” Student Services Center as next new building using Measure JJ funds. Working with Native American Student Council for memorial site for native peoples who settled Mojave River valley. Single-stall restrooms in PAC will be re-signed to gender neutral. Academic Commons being re-configured for BET; Math Success Center moving to bldg. 21.
- 6.2 Finance, Budget & Planning Committee – Henry Young – Met yesterday, lengthy discussion, Roger visited, set targets for reserve that Roger did not like, he wanted to increase to 8% next year, 12% in 6 years; state minimum is 3%, BOT set a target of 5%. \$5-6 million extra this year will be put into an irrevocable trust to cover future increases in health care costs. Good news is when they ask us to contribute to benefits, we can say that they have \$5 million in account.
- 6.3 Student Success and Support Committee – Carey Alstadt – Met last week.
- 6.4 Distance Education Advisory Committee – Tracy Davis
- 6.5 College Council – Claude Oliver – Bus stop in front of gym going to be moved 1 block north to be safer for students getting on/off. New stop sign at new Prem Reddy Science Building for pedestrians. Reviewing emergency plans. Passed APs for articulation and service animals.
- 6.6 Technology Committee – Tracy Davis, Steve Toner – Per Oliver will be working on first draft of tech master plan in the fall.
- 6.7 Other –

7. Public Comments

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

8. Adjournment

Meeting adjourned at 5:32p.m.