

VVC Academic Senate Meeting
APPROVED MINUTES
 Thursday, September 1, 2011
 Administration Services Bldg., Room 8, 3:30 p.m.

Area		Area Representative		At-Large Area Representative	Members
Science	X	Cerreto, Richard		Vacant	Adell, Tim
ALDH		Cline, Diane	X	Cole, Chris	Burg, Ed
C&L		Contreras, Fernando			Butros, Michael
Science	X	Ellis, Lisa		Executive Officers	Cole, Deedee
LA	X	Golder, Patty	X	Harvey, L., President	Hollomon, Dave
ATC	X	Malone, Patrick	X	Davis, T., Vice-President	James, Pam
C&L	X	McCracken, Mike	X	Huiner, L., Sec./Treasurer	Jennings, Patty
PAC		Heaberlin, Ed	X	Blanchard, D., Past-President	Miller, Tom
ATC	X	Ruiz, Maria			Guests
Voc.	X	Rubayi, Khalid		Part-time Faculty Representative	Allan, Peter
LA	X	Toner, Stephen	X	Akers, Glenn	
ALDH		Truelove, Terry	X	Elsmore, Cheryl	
Voc.	X	Visser, Mike			
Ac. Com.		Young, Henry			
PE					

Called to order at 3:35 p.m.

Additions and Revisions to the Agenda

Special Guest – Interim Vice President of Instruction, Peter Allan – Accreditation probation status with 9 recommendations. Professional Personnel Leasing consultant Mathew Lee will help identify how to get off of probation. Faculty hires in process, list was determined by administration. Potential for \$700,000 mid-year cut and additional \$10/unit tuition hike. Budget workshop planned at next BOT mtg., \$11 million reserve to last three fiscal years, presenting balanced budget for 2011-12 and 2012-13. Aviation and paramedic classes to be held during winter session. Plan for 700 FTES in summer. Headcount is down, FTE is up. Voluntary flex day on Sept. 9, morning session on accreditation, workshops in the afternoon, will be paying adjunct faculty for 3 hours. Educational Master Plan is going to be re-written. SLOs in syllabus should be same as SLOs on course outline. Purchasing an online assessment program called TrackDat, it's on BOT agenda in Oct. There is \$200,000 for instructional equipment and supplies, asking senate to re-vitalize the Academic Senate Allocations Committee to allocate the funds.

1. Action/Information Items

- 1.1 Approval: June 2, 2011 minutes (Butros, Blanchard) Y
- 1.2 Approval: Curriculum Committee Actions – 5/26/2011 (Golder, Davis) Y
- 1.3 Information: CLEP Exam Equivalencies – Pam James & Mike McCracken
 See Handouts - Effective fall 2011 w/addendum to the catalog.
 Bring back for action item in October.

2. President's Report and Announcements

- 2.1 Accreditation Probation Status – Discussed above. Flex day will focus on coming together to discuss accreditation issues.
- 2.2 Program Review – New committee chaired by Debby Blanchard, working on revising the program review document to make sure it is used; PRAISE was used this year for allocation of funds by Finance & Budget Committee and used by senate for hiring priorities. Committee planning to send revised PRAISE program review template out to faculty by October in order to give plenty of time to work on it.
- 2.3 Faculty Hiring – HR has requested senate form hiring committees for biology, chemistry, English and construction technology. Some depts. (biology and chemistry) did not include faculty request on program review. Still dependent on funding, due to budget constraint Chancellor's Office may waive the full-time faculty obligation number.
- 2.4 Transfer Model Curriculum – New Degrees – Chancellor's Office behind in processing new degrees due to reduction in staff. Not able to offer courses that have not yet been approved by Chancellor's Office, as they will not be apportioned.
- 2.5 Flex Day – Please attend.

3. **Executive Officer's Reports**

- 3.1 Past President, Debby Blanchard – Doing research and reviewing the administrative procedure for emeritus status.
- 3.2 Vice President, Tracy Davis – Need faculty for classified hiring committee for lead maintenance worker and IA for aviation.
- 3.3 Secretary / Treasurer, Leslie Huiner – Collection for food money \$45.
- 3.4 Part-time Representative Report – Akers – Still trying to figure out where to park. Elsmore – Question about adequate emergency response supplies for adjunct.

4. **Senate Representative Reports**

5. **Committee Reports or Special Reports**

- 5.1 Program Review Committee – Discussed above.
- 5.2 Graduation Requirements Committee – Pam James – No report.
- 5.3 Basic Skills Committee – Per Maria Ruiz, discipline facilitator is Jeff Redona.
- 5.4 Honors Program – Tim Adell -- Five students to appear in “Building Bridges” abstracts publication. Class caps for honors classes.
- 5.5 SLO Coordinator Report – Lisa Harvey – Holding breakout session for SLOs at flex day.
- 5.6 Curriculum Committee – Debby Blanchard – Doing presentation on Curricunet at flex day. SLOs should show up on COR in Curricunet, but some are missing from the system.
- 5.7 Study Abroad Committee – Dino Bozonelos -- Summer updates: Hinrich Kaiser took 4 students to Timor Leste; D. Bozonelos and Neville Slade took students to Costa Rica; and VVC Student participated in internship at Dankook University in Korea. Goals for this year: Administrative Procedure for study abroad; affiliation with CCIE; propose single BOT approval for all study abroad trips.
- 5.8 Online Program Committee – Tracy Davis to chair committee.
- 5.9 Academic Senate Allocations Committee – Will be reactivating committee.
- 5.10 Foundation Report – Scott Jones is new representative.

6. **Shared Governance Reports**

- 6.1 Technology Committee – Shane Thomas – No report.
- 6.2 Institutional Effectiveness Committee – Marc Skuster has resigned from committee.
- 6.3 Facilities Committee – Dave Hollomon – Parking lots updated during summer, district is supposed to add traffic signals at cross walks. If you have big issues, let him know.
- 6.4 Safety & Security Committee – Dave Oleson – No report.
- 6.5 Finance & Budget Committee – Discussed above. Needs new faculty chair.
- 6.6 College Council – Debby Blanchard – Meeting coming up on 9/14/11.
- 6.7 Diversity Committee – Sherri Pierce -- No report.
- 6.8 Staff Development Committee – Greg Jones – No report.
- 6.9 Student Services Committee – Peggy Mayer – Meeting on 9/16/11.

7. **Adjournment**

Meeting adjourned at 5:06 p.m.