

## VVC Academic Senate Meeting

### APPROVED MINUTES

Thursday, October 4, 2018

CFIE Training Room (10-4), 3:30pm

Lee Bennett, Academic Senate President, [Harry.BennettJr@vvc.edu](mailto:Harry.BennettJr@vvc.edu), (760) 245-4271 ext. 2403

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim	X	Butros, Michael	Contreras, Fernando
C & L	X	Beach, Kelley		Vacant	Young, Henry
KIN	X	Blanchard, Debra (proxy Huiner, Leslie)			
CTE		Bonato, Anthony		<b>Executive Officers</b>	
AC		Burg, Ed		Bennett, L., President	
Science	X	Cerreto, Richard	X	Oliver, C., Vice-President	
LA	X	Davis, Tracy	X	Gibbs, J., Past-President	
ATC	X	Francev, Peter	X	Huiner, L., Secretary	
Science		Gibbs, David	X	Augustine, J., Treasurer	
LA	X	Golder, Patty			
ALDH	X	Haines, Michael		<b>Adjunct Faculty Representative</b>	
PAC		Heaberlin, Ed	X	Akers, Glenn (proxy Gold, Freddi)	<b>Guests</b>
RSPTC		Jones, Scott	X	Asdel, Bryan	
ALDH	X	Speakman, Jeanine (proxy Gray, Tiana)	X	Jefferies, Leontine	
C & L	X	Stahlke, Jacqueline			

Called to order at 3:35pm

Lee Bennett absent, Claude Oliver serve as President

### Additions and Revisions to the Agenda

#### 1. Action/Information Items

- 1.1 Action: Academic Senate Minutes 09/06/2018 (Butros, Davis) M/S/U Y
- 1.2 2<sup>nd</sup> Reading: Title 5 Change for Credit Certificates of Achievement (Golder, Stahlke) M/S/U Y
- 1.3 Information: Curriculum Committee Minutes 08/30/2018, 09/13/2018

#### 2. President's Report and Announcements

- 2.1 AB 705 – Adell, Stahlke and Francev attended AS meeting on AB 705 at SBVC on Sept. 20. Focus on getting rid of assessment placement for everything except chemistry and ESL; students will self-place with multiple measurements. Discussion on online education plans and EAB software program.
- 2.2 Accreditation Update – Gibbs – Final report was mailed last Friday, visit is Oct. 30.
- 2.3 AS Fall Plenary – November 1-3, Irvine, seven faculty are attending.
- 2.4 Rams Bookstore RFP – Will talk more about it next month, bookstore may be looking to contract out services. Senate has surveyed faculty about problems in the past.
- 2.5 Appointment of At-Large Area Representative – Will appoint next week
- 2.6 Automatic Awarding of Certificates and Degrees – Bennett has been researching it, new funding formula includes performance-based funding, more information to come.
- 2.7 Other – Roger Wagner is retiring, new superintendent/president will probably start in January. Wagner sent email about temporary appointments serving as interim VP Human Resources and interim VP Administrative Services.

#### 3. Executive Officer's Reports

- 3.1 Vice President, Claude Oliver – College Council meeting yesterday was canceled, agenda items include revision of an AP that increases college reserve from 5% to 8%. Guided Pathways committee will be meeting in Oct.

- 3.2 Secretary, Leslie Huiner – No report
- 3.3 Treasurer, Jackie Augustine - \$27 in donations, \$126.33 balance, spent \$63.55 for supplies
- 3.4 Past President, Jessica Gibbs – Last Tuesday attended conference on Nuventive Improve program (formerly TracDat) for program review and SLO processes.

**4. Senate Representative Reports**

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Leontine Jefferies, Bryan Asdel
- 4.2 Area Representatives  
Kelley Beach – Counseling Department has voiced concern for several years related to safety issues. Discussion on need for effective process, training, and procedures for how information is relayed to employees, students and community. Faculty union has looked at it in terms of safe working conditions; administration needs to address it. Discussion on campus closure due to threat, concern about traffic flow and road closure in construction area. Senate asked to consider a resolution to address safety issues. Request for telephones and interior door locks in all classrooms.

**5. Committee Reports or Special Reports**

- 5.1 Instructional Program Review Committee (IPRC) – Julia Wendt – Per Oliver, email was sent to department chairs and designees about program review, due on December 1. Cabinet has met to go over augmentation requests but results have not been announced. Per Young, augmentation rubric in AP 6200 still used by Finance, Budget and Planning Committee to recommend augmentations.
- 5.2 Honors Program – Tim Adell – Honors Transfer Fair held next Friday at Long Beach City College.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Members of SLOAC attended Nuventive Improve presentation in Orange County, Wendt gave a presentation on closing the loop. SLOAC suggesting that district move forward with purchasing it, not clear if it’s compatible with program used by Institutional Research Dept., would like the Power BI reporting and analytics tools. Amy Driscoll coming on Oct. 12 to meet with SLOAC Committee. SLOAC wants to define rubrics for data tools for analytic software and is still working on the glossary.
- 5.4 Curriculum Committee – Debby Blanchard - Sent report: deadline for catalog addendum was Oct. 1, deadline for next year’s catalog is Dec. 13. Classes with prerequisites that are due for content review should contact Ginnie Moran/Research Office for report showing if prerequisites are having disproportionate impact on particular group of students.
- 5.5 Basic Skills Committee – Patty Golder – Met with Dean Herb English on equity and disaggregation process and there are 6 things they’re going to target by end of spring semester. Will have division meeting on Oct. 16. Basic Skills Committee is moving forward, pushing English to speed up hiring process for the full-time faculty position.
- 5.6 Faculty Professional Development Coordinator – Jackie Augustine – Ram Coaches (part of “Caring Campus” initiative) are meeting and starting to recruit more faculty to participate in the effort. If you have a special skill, talent, or knowledge please contact her and she will facilitate opportunity to share with other faculty in the Faculty 411 program (by faculty, for faculty workshops.)
- 5.7 VVC Foundation – Jackie Augustine – Fall campus grant cycle was sent out via email.
- 5.8 Other

**6. Shared Governance Reports**

- 6.1 Facilities Committee –
- 6.2 Finance, Budget & Planning Committee – Henry Young – Still in need of one more faculty on the committee, they will try to change meeting time to make it more convenient for teaching faculty to attend. Oliver will send an all-call when new meeting time is established.
- 6.3 Student Success and Support Committee – Mike McCracken – Per Beach, will meet first time Oct. 18. September meeting was displaced by AB 705 meeting. Sent membership list to Oliver and will need an all-call for members.
- 6.4 Distance Education Advisory Committee – Tracy Davis – Fall DE Academy is Nov. 2, will include presentations by Canvas, 3PlayMedia for closed captioning services, DEAC on how to prep for Canvas, and Dino Bozonelos on ConferZoom, which is used for synchronous meetings. Canvas Action Team (CAT) full time faculty initial 20 members will be charged with training everyone else.

Had 2 Canvas conference calls, it will take 60-90 days for technical side of Canvas to be set up; initial training will be in January. DE workshops offered throughout semester. Looking at Saturday workshops to meet faculty needs, at least one for fall will be announced soon. DE spring academy will be devoted to Canvas training. Still don't have a DE coordinator. May be getting an instructional designer.

- 6.5 College Council – Jessica Gibbs/Lee Bennett – Canceled yesterday. AP 1201 was back on agenda.
- 6.6 Technology Committee – Steve Toner – Per Butros, subgroups met to work on Tech Master Plan, still need an Educational Master Plan to align with, worked on instructional parts of plan.
- 6.7 Other

**7. Public Comments**

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject  
Tracy Davis - Laramie Project opens this weekend, runs through next week in small theater.

**8. Adjournment**

Meeting adjourned at 4:55pm.