

VVC Academic Senate Meeting

MINUTES

Thursday, November 7, 2019

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

Lee Bennett, Academic Senate President, 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		Campbell, Bryce	James, Pam
KIN	X	Blanchard, Debra			Toner, Steve
CTE	X	Brown, Regina		Executive Officers	
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		Francev, Peter	X	Huiner, L., Secretary	
Science	X	Gibbs, David		Kuhns, T., Treasurer	
LA	X	Golder, Patty			
ALDH		Haines, Michael		Adjunct Faculty Representative	
PAC	X	Heaberlin, Ed	X	Akers, Glenn	Guests
RSPTC		Jones, Scott		Jefferies, Leontine	
C & L	X	Stahlke, Jacqueline			
ALDH	X	Truelove, Terry			

1. Call to Order at 3:54 p.m. – VP Claude Oliver presiding over meeting

Public Comments Related to Action Items: The complete written request to address the Committee shall be submitted at the beginning of the meeting. Individuals who want to comment on action items may do so after being recognized by the Committee Chair and before Committee discussion of the particular item during the meeting. Comments are limited to three minutes per individual and a total of 15 minutes per topics.

2. Action Items: Items may be approved at a first reading

- 2.1 Academic Senate Minutes 10/03/2019
Motion to approve (Golder, Akers) M/S/U
- 2.2 Resolution F19-01 Non-Credit Course and Program Development – 2nd Reading
Motion to approve (Stahlke, Blanchard) M/S/U
- 2.3 Resolution F19-02 Marketing and Branding – 2nd Reading
Motion to approve (Butros, Stahlke) M/S/U
- 2.4 Resolution F19-03 Meeting Intent Transparency – 2nd Reading
Motion to approve as corrected (Golder, Stahlke) M/S/U
- 2.5 Removal of Petitions Committee from Academic Senate – 2nd Reading
Motion to approve (Stahlke, Golder) M/S/F Unanimous. NO – Adell, Akers, Beach, Blanchard, Brown, Butros, Cerreto, Davis, Gibbs, Golder, Heaberlin, Stahlke, Truelove
Public comment: Pam James, Counselor & Articulation Officer. History of committee and why it was moved to Academic Senate. Concern about late add petitions and deans requiring faculty to add students over the class cap; success rates for late add students. Discussed need for an administrative procedure for students to appeal actions taken on petitions; would like Petitions Committee to serve as an appeals committee. Discussed funding issue for late adds after census, forms are backdated to match attendance and we are getting full funding. Per Steve Toner, committee recently made sure forms were up to date and had consistent explanations for what constitutes approval or denial, not sure why we would take it away from faculty purview. Per James, committee meets weekly during summer and winter. Discussed idea to create a new appeals committee, recommend we do not eliminate Petitions Committee so there is no gap in the process.

3. Discussion Items

None

4. Information Items

4.1 Curriculum Committee Minutes 09/26/2019, 10/10/2019

5. President's Report and Announcements

5.1 Academic Senate Fall Plenary – Lee Bennett and Troy Kuhns are attending plenary.

6. Executive Officer's Reports

6.1 Vice President, Claude Oliver – College Council issue related to shared governance committees and idea to invite Superintendent/President Dan Walden to senate meeting to share his ideas. Discussed Office 365 transition issues.

6.2 Secretary, Leslie Huiner – No report

6.3 Treasurer, Troy Kuhns

6.4 Past President, Jessica Gibbs – No report

7. Senate Representative Reports

7.1 Part-time Faculty Representative Reports – Glenn Akers, Leontine Jefferies – No report

7.2 Area Representatives – Butros: big kudos to Julia Wendt on success of program review.

8. Committee Reports or Special Reports

8.1 Instructional Program Review Committee (IPRC) – Julia Wendt – Per Oliver, Nov. 8 is deadline for EMP goals.

8.2 Honors Program – Tim Adell - No report.

8.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Big meeting tomorrow with IPRC, chief technology officer and institutional research office regarding improved analytics. Concern about proposal to replace Nuventive with another software product.

8.4 Curriculum Committee – Debby Blanchard – Trainings on next 2 Tuesdays. Meeting Nov 14. Some courses had been launched with changes to prefix or course number, we found out it messes up tracking both courses if they aren't submitted as new class, the courses affected will be pushed through for the next agenda if they were already through approval process. Meta supposed to be up and running for spring.

8.5 Basic Skills Committee – Patty Golder – Talking about putting together ESL basic skills adult education; Maria Ruiz has an ad hoc committee looking into it, process will take a while.

8.6 Faculty Professional Development Coordinator – Steve Toner – Reaching out to everyone with "Faculty Spotlight" email newsletter. Professional development workshops in CFIE tomorrow; 16 people attended last month's session. You can attend individual presentations rather than whole day. Syllabus development workshop in January. Next semester in-service will not have a fun skit, Walden planning staff/faculty recognition awards on February 28, afternoon free for faculty workshops.

8.7 VVC Foundation – Michael Butros – Grant application for Hispanic Serving Institution was not awarded, debriefing of team members and meeting with grant writer and Foundation to see how it can be written better. Reviewing 19 campus grant applications, winners will be announced in next couple of weeks. Next meeting Wednesday.

8.8 Guided Pathways – Jacqueline Stahlke, Tim Adell – Per Adell, regional event held last Friday at VVC, a few people showed up, went fairly well. Attended state webinar, guided pathways report needs to be submitted to Chancellor by March. Most things we are going to do are pre-existing things that just need to be re-worded. Need to re-constitute guided pathways committee, discussion opposed to moving it to Student Equity & Achievement Committee. Tuesday, 9am-3pm, meeting in CFIE to establish language for report, initial list of meta-majors; our report needs to be vetted campus wide by end of this semester and BOT approved in February, will be sending out email. New dean of guided pathways has been selected.

8.9 Open Educational Resources – Jacqueline Stahlke – No report

- 8.10 Catalog Committee – Lorena Dorn – Per Contreras, company contracted with us working to have an online catalog, working with staff to get everything transferred over by April, demos look user friendly, students can access on phones.

9. Shared Governance Reports

- 9.1 Finance, Budget & Planning Committee – Henry Young – Per Oliver, budget workshops coming before end of this semester and in spring, presented by our finance department. Heard about structural deficit.
- 9.2 Student Success and Support Committee – Jennifer Law – New name: Student Equity and Achievement
- 9.3 Distance Education Advisory Committee – Tracy Davis – Very successful DE Academy held at end of October. Will be getting DE Coordinator position, may start hiring committee in winter or spring, description not yet out, it's a management position. Continuing Canvas training for everybody. End of spring 2020, Blackboard will no longer be accessible, all course content will be gone. First department training workshop to be held with Auto next Friday at noon. More workshops coming up. Issue with people not certified to teach online requesting online classes, constantly reviewing and recommending, she has list of people certified to teach, direct people to her.
- 9.4 College Council – Claude Oliver/Lee Bennett – Per Oliver, AP 1201 will be coming at some time, task force will reconvene Nov 15. Invite Walden to senate council to explain his proposal on shared governance.
- 9.5 Technology Committee – Steve Toner – Looking at developing process for what committee does, new charge, create process for them to approve projects that will take more than 40 hours to prioritize them. Met with consultant this morning to look at tech master plan that was drafted last semester, knew there would be changes with development of EMP, he's going to give suggestions for modifications to improve the flow, Technology Committee will look at it next week. Flip model to make tech committee help people write proposals to help projects move forward. Consultant today was from Ellucien. Faculty concern about CIO Marimuthu being committee advocate when he is not employee of district.

10. Adjournment - meeting adjourned at 5:01pm