

# VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, March 1, 2012

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	Bozonelos, Dino
C&L		Contreras, Fernando			Butros, Michael
Science	X	Ellis, Lisa		<b>Executive Officers</b>	James, Pam
LA	X	Golder, Patty	X	Harvey, L, President	Mayer, Peggy
ATC		Malone, Patrick	X	Davis, T., Vice-President	Menser, Gary
C&L	X	McCracken, Mike	X	Huiner, L., Sec./Treasurer	Oliver, Claude
PAC		Heaberlin, Ed	X	Blanchard, D., Past-President	Redona, Jeff
ATC		Ruiz, Maria			Thibeault, Sally
Voc.	X	Rubayi, Khalid		<b>Part-time Faculty Representative</b>	Visser, Sandy
LA	X	Toner, Stephen	X	Akers, Glenn	<b>Guests</b>
ALDH		Truelove, Terry	X	Elsmore, Cheryl	Allan, Peter
Voc.		Visser, Mike			Lee, Matthew
Ac. Com.	X	Young, Henry			Oklander, Sergio
PE					

Called to order at 3:37 p.m.

## Additions and Revisions to the Agenda

Move Student Services Committee up on agenda.

Special Guest: Matthew Lee, PPL Consultant

Follow-up report has been disseminated; comments have been submitted to VPI office. Report must be accurate.

Questions to senate: have you seen anything in the report that is inaccurate?; if you are aware of additional evidence to support the report, let Peter Allan know. Discussion re: timelines, campus climate, sustaining changes.

### 1. Action/Information Items

- 1.1 Approval: Dec. 1, 2011 minutes (Akers, Golder) Y
- 1.2 Approval: Curriculum Committee Actions – 12/08/11, 1/9/12, 1/30/12 (Blanchard, Davis) Y
- 1.3 Accreditation Follow-up Report – Discussed above.
- 1.4 Review of VVC Mission Statement – BP 1200 - Information item.

### 2. President's Report and Announcements

- 2.1 Accreditation – Must be proficient in fall 2012 on SLOS; making good progress as a result of MOU.
- 2.2 New Hires – 4 new full-time faculty hires in Math, English, Construction Technology & RT.
- 2.3 TracDat Assessment System – Implemented, SLOS on spreadsheet will be sent to chairs, confirm the outcomes are correct; data will be entered by senate committee. You may get print copies of COR with SLOS from Ruby/Instruction Office.
- 2.4 Academic Senate Allocations Committee Augmentation Funds – Committee decided to share money equally with every department that submitted program review last year; 38 programs should receive the money, around \$5,000 waiting for administrative services to distribute funds. Discussion about roll-over to next fiscal year due to impending budget cut-offs. Money came from budget savings from last year. Consensus: spend the money this fiscal year.
- 2.5 Curriculum Compliance with Title 5 – Every 6 years supposed to update to COR. Office of Instruction said they will give faculty until fall 2012 to include SLOS in the COR and if there are no SLOS classes will not be offered in fall 2012. Adjunct AFT contract allows pay for curriculum development, payments approved by area deans; appears that adjunct may be paid to update SLOs.
- 2.6 Other—Peter Allan – Blackboard lost 600 class sections last weekend, problem was with Blackboard, after 3 days it was resolved; now other problems with files disappearing, should be fixed now, email Sergio Oklander if you continue having problems, he has top administrative rights.

### 3. Executive Officer's Reports

- 3.1 Past President, Debby Blanchard – Dept Chair meeting discussion re: instructional assistants/lab technician reduction in contract. Draft senate resolution distributed resolving senate opposition to

- the reduction in classified work load. Estimate cost savings of \$250,000. Send her duties or other suggestions for the resolution for approval at next senate meeting and goes to BOT in April.
- 3.2 Vice President, Tracy Davis – Thanks for support after mother’s health problems. Ed Heaberlin asked to promote Pirates of Penzance play this weekend. Attended Educational Master Plan meeting on Tuesday, presentation by Mark Clair and Jennifer Larriva. Senate elections coming up, timeline is mid-March to begin process. College president attended her history class this week, students were impressed to have him there.
- 3.3 Secretary / Treasurer, Leslie Huiner – Thank you for \$167 donation for food fund.
- 3.4 Part-time Representative Report – Cheryl Elsmore - Discussion regarding year end fund balance for district, dollar amount included the reserves in the GIC. Irene Gagne, part-time faculty, is a nominee for significant women, VV Daily Press, has been teaching VVC home economics for 50 years. Venting about new hanging parking permits. Questions about shared governance committees. Glenn Akers – Concerns about census process on WebAdvisor.

#### 4. **Senate Representative Reports**

#### 5. **Committee Reports or Special Reports**

- 5.1 Program Review Committee – Debby Blanchard - Working on handbook; program list with programs, dean, writer, evaluation schedule is completed, will send it out to everyone, begin in 2014.
- 5.2 Graduation Requirements Committee – Pam James -- No report.
- 5.3 Basic Skills Committee – Jeff Redona – Committee not meeting on regular basis, will be scheduling meeting. Concerns with success rate and ARCC report data. Talk about acceleration courses for math. \$90,000 BSI grant money this year; last year majority spent on instructors. Grant requirements: measureable student success, sustainable program and encompass more programs.
- 5.4 Honors Program – Tim Adell -- Couple of new honors courses this semester. Symposium on honors teaching at RCC tomorrow; 8 VVC students presenting at UCI conference in March.
- 5.5 SLO Coordinator Report – Lisa Harvey -- Training for SLO/Assessment in next few weeks, repeating first Julie Slark session. Next session on PLOs. Per MOU will be paid for 4 hours.
- 5.6 Curriculum Committee – Debby Blanchard – Meeting with interim MIS director Sergio Oklander weekly, have found programming errors in Curricunet that are being fixed, changing non-substantial process. New courses and substantial revisions will go to curriculum area reps. earlier in the process.
- 5.7 Teaching Abroad Committee – Not yet instituted, still in discussion. Dino Bozonelos request to combine teaching and study abroad committee. He thanked faculty who have supported study abroad and MUN.
- 5.8 Distance Education Committee – Tracy Davis – Meeting March 14 to look at senate issues in the action plans, such as test proctoring.
- 5.9 Academic Senate Allocations Committee – Lisa Harvey – Discussed above.
- 5.10 Foundation Report – Scott Jones – Foundation want faculty to highlight what they are doing in their departments at the Foundation meetings; scholarships available for tutoring money.
- 5.11 Educational Master Plan – Michael Butros – Invite everyone to review agendas, minutes at the SharePoint EMP page. Encourage dept. chairs to look at internal and external data scans. Department summaries coming up soon, open sessions to meet in March. Need part-time faculty to be involved, especially for departments with no full-time faculty.
- 5.12 Senate Process Efficiency Committee – Tom Miller -- No report.

#### 6. **Shared Governance Reports**

- 6.1 Student Services Committee – Peggy Mayer – Want to make sure faculty know that starting in summer, students only able to take un-repeatable class 3 times (repeat 2x), concern if Datatel will work consistently for this. Regulation is per Title 5 and Chancellor’s office, committee will be writing an AP. Discussing ARCC report, but feel it was better placed in the IEC. Committee is focusing on student progress and achievement and persistence, not other ARCC indicators. Moving forward with Early Alert. Need a member from CTE area. Per Lisa Harvey, IEC is defunct; ARCC report topics should be disseminated to relevant committees like Perkins, Basic Skills, etc. Problems with students require authorization codes to register for the 8-week classes, but should be able to register without it. Concern with “W” on transcripts and current process.
- 6.2 Technology Committee – Ed Burg -- No report.
- 6.3 Facilities Committee – Dave Hollomon – No report.
- 6.4 Safety & Security Committee – Dave Oleson – No report.

- 6.5 Finance & Budget Committee – Lisa Harvey – Meets next week and will discuss augmentation distribution.
- 6.6 College Council – Debby Blanchard – No report.
- 6.7 Diversity Committee – Sherri Pierce – No report.
- 6.8 Staff Development Committee – Greg Jones – Sandy Visser – Campus grant program, encourages people to apply, deadline March 23. Workshops – looking for training, expertise in areas, submit proposal. Travel for conferences. High Tea event March.

7. **Adjournment**

Meeting adjourned at 5:22 p.m.