

Area		Area Representatives		At-Large Area Representatives	Members/Guests
1	X	McCracken, Mike	X	Allan, Peter	Meredith Johns
1	x	Contreras, Fernando	X	Huiner, Leslie	Sandy Visser
2		Burg, Ed			Marianne Tortorici
2	X	Hollomon, David		Executive Officers	Robert Sewell
3	X	Heaberlin, Ed	X	Menser, Gary, President	Robert Silverman
3	X	Malone, Patrick	X	Blanchard, Debby, Vice President	Marc Skuster
3		Toner, Steve	X	Golliher, Carol, Secretary	Khalid Rubayi
4	X	Cerreto, Richard	X	Wilson, Jim, Treasurer	Ron Fields
4	X	Harvey, Lisa			Jim Comer
5		Truelove, Terry		Part-time Faculty Rep.	Carol DeLong
6	x	Basha, Claudia	X	Don Peavy	
6	x	Smith, Mike			
6	x	Ruiz, Maria			
7	x	Visser, Mike			

VVC Faculty Senate Meeting

Minutes

Thursday September 6, 2007

Administration Building Room 8, 3:00 P.M.

Additions and Revisions to the Agenda

Meeting was called to order at 3:08

1. Action Items

1.1 **Approval of June 7, 2007 Minutes – Y**

1.2 **Approval of Hiring Prioritization document – Y** MSC to approve at first reading was corrected LH/CB LH/JW

Debby reported that we are getting 5 new hires that will include a librarian. Robert Silverman's philosophy is to make big committees for chairs to present to with checklists for criteria to decide. Silverman wants the committee to decide on replacements and new hires; his sense is that replacements should be mixed in with new hires. Discussion was held about the representation of part-time teachers on the hiring from faculty committee members generally; Silverman wants faculty to be faculty. The issue of the number of administrators, students, and community members was also discussed. Then the issue of classified being on the committee was discussed. The senate was asked for

its opinion. The general feeling was negative. The document's typos were fixed. As soon as we pass this we can go ahead and hire. The list of faculty replacements exists; the deans have it, and Gary can give it to them if they need it. Dr. Robert Silverman was introduced by Gary. He addressed the issue of the adjunct representation on the hiring prioritization committee. He feels the full-time people have the best understanding of the needs. The discussion about classified representative continued after Silverman left. Reps have given VP Blanchard latitude to bargain with Silverman before the Board of Trustees meeting.

2. President's Report and Announcements

2.1 Winter and Spring schedule time blocks – Winter and Spring schedules are due to dean by 9/17. VP Totorici believes that the ATC and PAC will be available for spring semester. The math department expressed concern about the reduction in the time blocks for their classes. VP Tortorici responded that we intend to use the minimum. Some may need to use the longer blocks but if the area has dedicated classrooms that helps. Then the Office of Instruction needs to find rooms. It becomes a problem. New software may be a help.

2.2 Textbook rentals – This is an ASB idea from Heena Mehra. Robert Sewell presented the idea and admitted that it is not conducive to all departments but it does require some collaboration with faculty and students and the bookstore. It has to work within academic freedom. The idea of a committee to address the issue was floated. The counselors have an emergency discretionary fund for desperate and book deprived students. Talk to Victoria Hindes about it.

2.3 Other – Gary spoke about the Accreditation team warning letter. We are going to be visited regularly. One way to get off warning is to get SLO's written and sorted out soon. That will help to get us off warning. Gary also reported that turning grades into A&R in a timely manner has been settled. We have an 8 day turn-around now. There is one-time money available for allied health and the vocational areas.

MSC to move agenda items 4.2 and 4.4 Jim Wilson/Mike Butros

4.4 Program Review – Khalid Rubayi reported that the committee used the full PRAISE system to make recommendations to the Senate Budget Committee and VP Tortorici. He is unclear about what will happen this year. Khalid will meet with Silverman to see about this year.

4.6 Senate Budget Committee – Peter Allan; This is an important process and we need to keep doing this so that we aren't left to a subjective process. New issues were forwarded to Peter Allan from Marianne Tortorici. Peter wants to make sure that the next time we use the PRAISE cycle there is better communication.

Gary Menser left the meeting at 4:35. VP Blanchard took the gavel.

3. Executive Officer's Reports

Vice President – Debby Blanchard

3.1 Classroom size/Classroom assignment – Debby wants classroom size added to the curriculum committee forms. This is a senate concern in that it affects student success and SLO's. But it will have to be bargained on our behalf. This will also affect classroom's assignments. We need more dedicated classrooms. VP Tortorici agreed that faculty do know the classrooms better, but relative to assignments this will be tough. Debby requested that Richard Cerreto put it on the curriculum committee agenda.

3.2 Uniform mandatory assessment – tough for anyone to fill in. English, math, and ESL took a copy and Basic Skills will get one. They need to report back to Debby ASAP.

3.3 Other

Secretary – Carol Gollhofer – no report.

Treasurer – Jim Wilson – We have some money for travel and to host SLO activities.

Part-time Representative Report – Don Peavy – 1. Newsletter. 2. Part time title on Senate; next agenda. 3. Exclusion from dept. meetings. 4. Cancellations.

4. Committee Reports or Special Reports

4.1 Curriculum Committee – Richard Cerreto – CurriCunet is in beta testing and training will start on T Sept. 25 (CC), W 26 (chairs), Th 27 (open). These are 2 hours sessions in Contract Ed. Important that we attend. Stand-alone (not assigned to a TOPS code) classes need to be certified on campus.

4.2 Student Learning Assessment Committee – Marc Skuster/Joe Estephan – We have 10 teams funded but no more money. CurriCunet is our way off of warning so we need to get busy. Calendar of Curriculum writing events in the TLC will be coming. Mission and values revision 9/7 in TLC.

4.3 Instructional Advisory Committee – Leslie Huiner/Tracy Davis – no report/no committee probably.

4.4 Equivalency – Debby Blanchard – No report.

4.5 Grant Writing and Compliance – Mike Smith – no report.

4.6 Hiring Prioritization and Procedures – Mike Smith

4.7 Foundation – Becky Palmer – Carol Gollhofer read the report from Becky.

4.8 College Assembly – Executive Officer team – College Council reviewed several documents. Encouraged by the committee.

4.9 Honors – Tim Adell (Dave Hollomon) meeting on a regular basis developing new curriculum and mission statements. 2 classes this semester. Add Honors to the departmental PRAISE reports.

4.10 Graduation Requirements – Pam James – no report.

4.11 Online Program – Mike Smith – Online teacher training in line again – Silverman will support. Senate online program committee needs to be reorganized. We think it used to be called Distance Learning Program.

ADJOURNMENT – 5:16 P.M.