

**Victor Valley College Academic Senate Meeting - Thursday, March 4, 2021****Members present**

Tim Adell, Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Jessica Gibbs, Patty Golder, Tiana Gray, Ed Heaberlin, Leontine Jefferies, Justin Mott, Terry Truelove, Julia Wendt

**Officers present**

Henry Young, Lynne Glickstein, Lee Bennett, David Gibbs, Leslie Huiner

**Meeting called to order at 3:34 PM****1. OPENING ITEMS**

Procedural: 1.1 Public Comments Related to Agenda Items

Jacqueline Stahlke: "In previous years, the Academic Senate executive board met every Tuesday during the fall and spring terms to ensure that matters under the purview of the Academic Senate were discussed and tackled if and when necessary. Our faculty rely on our leaders to ensure that our voices are heard and our students are represented. However, with the Academic Senate executive team not meeting on a regular basis, the voice of faculty go unheard, issues that are within the Academic Senate's purview rise and we may compromise our position in being able to help our students and institution find success. Therefore, it is my hope that the Academic Senate executive team can continue meeting on a regular basis to represent faculty for academic and professional matters. Additionally, publishing the dates of the meetings online is crucial for faculty to create a sense of transparency and hope that all faculty voices are recognized and valued."

**2. SPECIAL GUEST**

Presentation: 2.1 Dr. Karen Engelsen, Vice President of Student Development: Update on Student Development Re-organization, Guided Pathways, and Campus Initiatives

Division name change to "Student Development" to prepare students for success and effective learning on student development pathway. Reviewed new organization chart. Focused on addressing student needs related to food, homeless and insecure students, mental health, health care, social needs for stable lives. Wellness Central available in Canvas shell, encourage students to use it. Foster Youth program and Amber Allen were featured on LA TV news with "Takes a Village" campaign. CARES Act financial grant available to students, application is on main campus web site with important dates; partnered with VVC Foundation and Rams Bookstore, faculty can make direct referral to Foundation for students who need course materials, books, access codes or fees for classroom, normally provided in 48-72 hours. Working on student-centered outreach and onboarding to help students learn effectively. Developing "just in time" orientation that's rolled out more slowly so students aren't overloaded with information. Encourage faculty help to work together for student success. Caring Campus and Ram Coaches programs activities planned for this year. Guided Pathways submitted second SOAA (Scale of Adoption Assessment,) accomplished about 80% of goals for last year, doing remarkable work, next step is Pillar 4, effective teaching and learning, will be holding faculty oriented activities this year.

**3. INFORMATION ITEMS**

Information: 3.1 Curriculum Committee Minutes - 11/12/2020 and 12/10/2020

**4. ACTION ITEMS**

Action, Minutes: 4.1 Approval of Academic Senate Meeting Minutes 02/18/2021

Motion to approve by Justin Mott, second by Ed Heaberlin.

Final Resolution: Motion Carries

Yea: Tim Adell, Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Jessica Gibbs, Patty Golder, Tiana Gray, Ed Heaberlin, Leontine Jefferies, Justin Mott, Terry Truelove, Julia Wendt

Action: 4.2 Strategic Enrollment Management Plan - 2nd Reading

Question from Tracy Davis about administration's responses to the area representatives' questions from the first reading. This document will be going back to College Council per Lee Bennett, senate does not make changes to this document, we can make recommendations to College Council. Debby Blanchard reminds us to make recommendations back to College Council, faculty have powerful voice per AP 1201.

Motion to approve by Ed Heaberlin, second by Debra Blanchard.

Final Resolution: Motion Carries

Yea: Tim Adell, Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Peter Francev, Jessica Gibbs, Patty Golder, Tiana Gray, Ed Heaberlin, Leontine Jefferies, Justin Mott, Terry Truelove, Julia Wendt

Nay: Richard Cerreto, Tracy Davis

Action: 4.3 ACCJC Midterm Report - 2nd Reading

Per Dr. Julia Wendt, writing team went through senate recommendations line by line, some changes were made.

Motion to approve by Patty Golder, second by Ed Heaberlin.

Final Resolution: Motion Carries

Yea: Tim Adell, Glenn Akers, Kelley Beach, Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Jessica Gibbs, Patty Golder, Tiana Gray, Ed Heaberlin, Leontine Jefferies, Justin Mott, Terry Truelove, Julia Wendt

**5. PRESIDENT'S REPORT**

Report: 5.1 President, Dr. Henry Young

Presentation (see attachment to agenda): Update on Covid 19 cases at VVC. Reviewed his list of Area Rep responsibilities. Volunteer parliamentarian would be good opportunity for future ASEB officers; past president is parliamentarian per Senate Bylaws. DEI survey due back to ASCCC by March 15, will be seeking input from faculty. Spring registration is down 20-25%, issue with late grades. Reviewed funding, equity imperative, CO Vision for Success. Mentioned administrative proposal to automatically add students on 2nd day of classes when seats are available. Timeline of senate goals and accomplishments. Importance of community colleges, key facts related to enrollments. Shared "What the HECK" plan for faculty to stay engaged.

## 6. EXECUTIVE OFFICER'S REPORTS

Report: 6.1 Vice President, Lynne Glickstein

Brown Act emerging as question mark, if anyone is interested it is articulated in gov code 54950, it's a vehicle for transparency in government agencies, business should be open and not done in secret, allow for debate, adhere to parliamentary rules of order. Fiduciary responsibility to do due diligence, we are decision-making body and recommend to administration, our actions could have unintended consequences, need full informed consent for proposals, without all the facts we may not make good decisions and cause harm that could have been averted. Goals: review constitution and bylaws, develop senate committee guidelines for consistency on committee appointment and hiring committees.

Report: 6.2 Secretary, Leslie Huiner

Welcome to Heather Hammond-Williams, Full-Time Faculty in Child Development Department. ASCCC Spring Plenary will be held virtually April 15-16, if you would like to attend senate can fund it, contact Henry. Faculty Hiring Prioritization Process Task Force has started meeting again and should have draft document to senate for approval this spring.

Report: 6.3 Treasurer, David Gibbs

He would have great sandwiches for us if we were meeting in person.

Report: 6.4 Past President, Lee Bennett

No report.

## 7. SENATE REPRESENTATIVE REPORTS

Report: 7.1 Part-Time Faculty Area Representatives - Glenn Akers, Leontine Jefferies, Jeff Stalians  
Glenn Akers - Anxious to get back on campus, concerned about science labs in online format.

Report: 7.2 Area Representatives

Tim Adell - Honors Conference on March 26-27, 5 VVC students presenting at UC Irvine undergraduate conference online so everyone can attend. Students are Enrique Ramirez, Nicholas Atmore, Katie Ziegler, Jessiah Brinkley, and Sheena Passwater.

## 8. COMMITTEE REPORTS OR SPECIAL REPORTS

Report: 8.1 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder

Tomorrow is group meeting with SLOAC, IPRC, DEAC, IT and VPI for demo on Nuventive platform that we've been trying to get for 2 years, will talk more about it at next SLOAC meeting, cross our fingers this is approved.

Report: 8.2 Curriculum Committee – Debby Blanchard

Busy trying to get Ethnic Studies entered into college curriculum, asked HR for list of FT Faculty qualified under Minimum Quals, there are none. If you think you are qualified contact Rocio Chavez to work under equivalency. Met Feb 25, meet again next week, if you want new certs, courses, degrees published in catalog addendum must be approved by CC, BOT and CCCCCO before October. Videos are available on the Meta site, if you have more topics for videos let her know.

Report: 8.3 Basic Skills Committee – Patty Golder

Maria Ruiz working on her ESL curriculum, Patty working on non-credit Basic Skills curriculum for a certificate, working with Martha Mendez to get training materials, talking about advertising on marquee and sending out notifications.

Report: 8.4 Catalog Committee – Lorena Dorn

Per Julia Wendt, emails were sent to chairs for electronic catalog submissions to be submitted online, Lorena Dorn made helpful videos, edits due March 15. Senate approved overarching PLOs for degrees and certificates, some programs don't have overarching PLOs, if you have changes to PLOs submit them to the Curriculum Committee; PLOs in catalog are taken from Meta. Per Lorena Dorn, Catalog Committee met on Tuesday, Feb. 23rd. Department Chairs will receive an email on Monday, March 1st requesting their updates. They will also receive instructional videos on how to make the updates and Zoom sessions will be available for those who have questions. We also discussed how Program Learning Outcomes will display in the catalog. They will all come from META. If the departments haven't done so already, moving over to the overarching PLOs that was recently adopted by the Senate is preferred. Once those are updated, they will be reflected in the next catalog/addendum. Finally, we are on time with our established timeline and expect the new catalog to be published by the end of April 2021.

Report: 8.5 Graduation Requirements Committee – Jacqueline Stahlke

Thanks ASEB for recognizing GRC on senate agenda, much work ahead on the new ILO and Ethnic Studies requirements. Met last week and would like to move forward with the committee charge, the action item was postponed at December AS meeting and

would like to bring it forward to be voted on by senate reps. Committee would like to invite executive team to meet and collaborate on creating the charge.

#### 9. PARTICIPATORY GOVERNANCE REPORTS

Report: 9.1 Finance, Budget & Planning Committee – Henry Young

Working on budget augmentation rubric that will be included in PRAISE report, will be sent through IPRC for faculty to provide comments on it. Goal is to look at rubric and align it with Ed Master Plan to give programs more expansive areas to request resources and tie it to district goals, student success, equity imperative. See attachments on this agenda item regarding apportionment, general fund budget for this year is looking good because state brought in more tax revenue than anticipated, SERP served us well with about \$2 million savings. For many years district has balanced budget with GIC funds, but that money has run out, lower enrollments will impact us in future years. COVID monies could be used for certain things, more information next meeting, email him with questions.

Report: 9.2 Distance Education Advisory Committee – Tracy Davis

Met Tuesday, more DE instructor certification training in second 8-weeks of spring and in summer as well, non-credit DE 050 class should be offered by fall, ideally will have continuous opportunities for faculty to get training. DE Newsletter comes out every week, CAT workshops are scheduled and in the newsletter. DE Facilitator office hours are in the newsletter, stop by and ask questions. Two new workshops will be piloted: best practices on March 12, compliance with accreditation and other agencies; in April for Department Chairs on how to create a Canvas website for your department needs and items you can put into the shell.

Report: 9.3 College Council – Lee Bennett

At December meeting 21 APs were approved, they are required by ACCJC, developed from boilerplate language from the CCLC. Good thing about APs is they are changeable if they do not serve our needs, for many years we have not had them to refer back to, we now have all of the required APs. If the topics are part of the Academic Senate 10+1 issues then the senate can move them forward.

Report: 9.4 Technology Committee – Steve Toner

The Tech Committee meets on the 1st and 3rd Wednesdays of each month. We have recently gone through several APs and BPs to suggest some amendments or to seek simple reaffirmation. We are looking to update our AP dealing with E-mail retention and E-discovery in the next few weeks. We have also begun discussions on addressing updates to the Tech Master Plan to include statements about equitable access to both devices and broadband. The VVC website update is in its final stages. All existing web pages are being verified (departments are to be updating their pages in the next 1.5 weeks) and then the migration will begin. We expect the new website to launch in mid-May.

#### 10. ADJOURN

Procedural: 10.1 Adjourn the March 4, 2021 Academic Senate Meeting  
Meeting adjourned at 5:18 pm.