

Victor Valley College Academic Senate Meeting - Thursday, October 7, 2021**Members present**

Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Executive Officers present

David Gibbs, Lynne Glickstein, Leslie Huiner, Henry Young

Special guests

Jan Espinoza, Leonard Knight

1. OPENING ITEMS

Procedural: 1.1 Public Comments Related to Agenda Items

2. Special Guest

Presentation: 2.1 Special Guest Speaker Leonard Knight, Chief of Campus Police
Chief Knight presented information on public safety, issues related to campus re-opening, community engagement efforts, other faculty concerns. Public Safety Community Forum planned for Oct. 26-27. Annual report shows most crimes on campus related to theft. Discussed classroom/campus safety, emergency notification guide and push button speaker in every classroom, student discipline, mental health referrals, need for notification process when students are suspended so faculty/administration know student should not be on campus.

3. INFORMATION ITEMS

Information: 3.1 Institutional Set Standards - Dr. Julia Wendt, Jan Espinoza
ACCJC asks us to report out on ISS floor standard and stretch goal. Key Performance Indicators are standards for course success, certificate, degrees, transfer rates. Historically, low standards set by administrators, no guidelines in place, ACCJC asked for process to set floor & stretch goals for KPI and track them on an ongoing basis. We are tracking on same timeline as program review, AS will set benchmark goals every two years. Process needs to be documented. When campus drafted ACCJC response it said Institutional Research would provide ASEB with data and formula to determine goals, but that did not happen. COVID may have affected success goals. Reviewed historical data and proposed goals. Scores are comparable to other community colleges in our area. In Fall 2022 we will need a committee, need to vet the goals to implement for the next two-year timeline. Linking data with program review dashboard under success rates. Department Chairs are asking to have certificate, degree and transfer rates in the success rates data for program review. These goals are aggregate data for campus.

Information: 3.2 Curriculum Committee Minutes - 05/27/2021, 06/10/2021, 09/09/2021

Discussion on June 20 information item about hyflex/highflex course design model, method of instruction was removed from Meta, needs to be negotiated by VVCFA.

Information: 3.3 AP 3721 Computer Use - Email Procedures Information Item

Discussed, on College Council agenda for approval, if you have concerns send feedback to Steve Toner, Tech Committee co-chair. Blanchard is concerned that all action items that go to College Council for first read should come to senate for feedback before it goes back to College Council for second reading/approval. Per Espinoza there was not a quorum at College Council yesterday, so it was not approved.

Information: 3.4 Victor Valley College Technology Master Plan 2021 – 2025 Information Item

Discussed, Young will send Tech Master Plan and AP out to senate for feedback.

4. ACTION ITEMS

Action, Minutes: 4.1 Academic Senate Meeting Minutes

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

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Not Present at Vote: Tiana Gray

Action: 4.2 Faculty Minimum Qualifications Under Equivalency Process

Per Blanchard, document clean up, includes teaching at high school level and higher, in CTE world high school teachers are teaching same curriculum.

Motion to approve by Debra Blanchard, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Action: 4.3 Faculty Hiring Prioritization Policies and Procedures

Discussed changes suggested by administration.

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

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Action: 4.4 Adopt California Community Colleges Online Education Initiative Course Design Rubric - Revised April 2020

Motion to approve by Peter Francev, second by Julia Wendt.

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Action: 4.5 AP 4236 Advanced Placement Credit- Process for Awarding Victor Valley College Credit

Minor revisions to existing Administrative Procedure.

Motion to approve by Debra Blanchard, second by Peter Francev.

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Not Present at Vote: Jamey Cooper

Action: 4.6 Advanced Placement Exams

Motion to approve by Debra Blanchard, second by Tiana Gray.

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Richard Cerreto, Tracy Davis, Peter Francev, Patty Golder, Tiana Gray, Ed Heaberlin, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Not Present at Vote: Jamey Cooper

5. PRESIDENT'S REPORT

Report: 5.1 President, Dr. Henry Young

We need to think about meeting twice monthly. Introduction of David Wilkerson, new fall term PT Area Rep.

1. Vaccination Plan- October 5th Vaccination clinics on site, Pfizer vaccine given out to students, 9 until 5 Monday thru Thur. Second Week, and 4 weeks later 2nd dose. 1st dose \$250.

2. Update on Covid Stats- As of last Friday, SB County 4 weeks declining in cases of 50%, 63% 1 shot, Hospital Bed Capacity 60 %. Students since the beg of Fall 123 quarantine, 46 have returned, 36 of cases tested positive, 12 returned, 2 classes, all Prof and Students Were contacted. 20 Q's, 4 positive cases 2 are still in Q, No documented cases of confirmed Transmissions.

3. Flu Shot Clinics on Campus 10/5: FLU Shot on Campus (Bldg. 10 Staff Lounge)

4. College Budget/Recapturing Enrollment: Enrollment lost 27% of Students, budget is good 23-24 will experience a sig. hit 3rd, 4th, and 5th year. Key: Recapturing enrollment is essential: Restructure how we do outreach. Advertising through Social Media- Parents Involvement

5. Connect to Success Center- Call Center Bldg. 42 (8 employees and 2 Supervisors) Rotate from receiving to answer calls. 7:30 until 9:30 p.m. One number 1 email goal. Ticket created to track the Call and Answer. Monthly analytic provided.

8 Week Mini-Mesters: Work Groups 8 week's schedule, target start in fall of 2022, help make recommendation of best start tie.

Valarie Jones (helped) other colleges move to 8 weeks. 75% of Courses. A) some exceptions. Concerns student enrollment and Success, Listening- Evaluating 1, 2, 3 significant gains Success, Persistence, Retention, Completion. (All courses offered in 8 week) some exceptions. Aspirational push related to Aspen Congress, will meet with VVCFA next week, must be negotiated.

9. Currently meeting the FON, Outgoing 100 million to Community Colleges (800K) for VVC or 9 faculty in the case 9 List 20 Request hired. President could Shuffle Hire List by December-Job Description (Through Out Spring) What does the College need? Do not hire based on what can be sustained.

10. HighFlex/hyflex Class Rooms 30 hyflex. (Faculty Will Design) Priority will be given to faculty to teach in Hyflex Adoption of HyFlex. Assigned Exclusively for Flex Modality (Bargaining Issue)

6. EXECUTIVE OFFICER'S REPORTS

Report: 6.1 Vice President, Lynne Glickstein

Ask Committee chairs to send her update on days/times of committee meetings, membership roster, if you are meeting in person or via zoom.

Report: 6.2 Secretary, Leslie Huiner

Let us know if you would like to attend virtual ASCCC Fall Plenary <https://asccc.org/events/2021-11-04-150000-2021-11-06-230000/2021-fall-plenary-session-hybrid-event>.

Report: 6.3 Treasurer, David Gibbs

Report: 6.4 Past President, Lee Bennett

7. SENATE REPRESENTATIVE REPORTS

Report: 7.1 Part-Time Faculty Area Representatives - Dr. Jamey Cooper, Dr. Leontine Jefferies, David Wilkerson

Report: 7.2 Area Representatives

Heaberlin -Dance, Music, Theater departments putting on Neil Simon's *The Good Doctor* in November.

8. COMMITTEE REPORTS OR SPECIAL REPORTS

Report: 8.1 Basic Skills Committee – Patty Golder
GED class will be available in winter session.

Report: 8.2 Catalog Committee – Dr. Lorena Dorn
The catalog committee met on Sep. 28, 2021. We discussed loading “curriculum tracks” in Colleague which can then be displayed in the online catalog. Curriculum Tracks are essentially the Program Maps we have been working on here at VVC and they show students the sequence in which they should take their courses to earn their degrees and certificates in the shortest amount of time possible. Program Maps already exist (they were created in summer 2020 by the Department Chairs and counselors) and will be posted on the website sometime this semester. We hope to get them in the catalog as soon as possible. The committee also discussed reorganizing the instructional programs in the catalog by Guided Pathways, rather than alphabetical. At the same time, Dr. Todd Scott is reviewing a total overhaul of the catalog’s organization which will allow users to search by program types (degrees, certificates, topic area, pathway, etc). This comes at a cost and that is what he is looking into. The committee felt that it is too early to move in this direction because Guided Pathways is still being defined at the college and we don’t want to do the work twice over, if we can avoid it. Finally, the committee agreed to continue to meet on Zoom as long as we are allowed to do so.

Report: 8.3 Curriculum Committee – Debby Blanchard
Canceling Oct 14 meeting due to lack of agenda items, update your curriculum before catalog deadline. New Director of Inmate Education Dr. Wesley Wilson will develop program with correspondence courses, this is separate from traditional curriculum and needs to be negotiated; we would add a correspondence addendum to use on existing courses. Next meeting Oct. 18.

Report: 8.4 Diversity, Equity and Inclusion Committee - Dr. Henry Young
Meeting next week and will report back.

Report: 8.6 Instructional Program Review (IPRC) - Dr. Julia Wendt
Meeting via Zoom, working with IR to get data incorporated into dashboard for next year. Upgraded to newer Nuventive product, behind in timeline but have a feeling deadline may be extended, upgrade to new product put us behind because we can't start training for another week or so.

Report: 8.7 Open Educational Resources – Yvonne Reed

Report: 8.8 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder
Pushing ILO assessment this semester, Nov. 15-16, multiple disciplines participating face-to-face and online. Also discussing new Nuventive platform.

9. PARTICIPATORY GOVERNANCE REPORTS

Report: 9.1 Distance Education Advisory Committee – Michael Butros
Meeting tomorrow. Instructure conference held today about Canvas updates and tools. Newsletters will be sent once a month, has latest news on Canvas. VPI sent email, we have funding for 2 instructional designers to be hired until June, and funding is available for online studio space, more details to come. As we move into new quizzes (old phased out by 2021) the survey tool will go away, if you use surveys DEAC is looking at replacements that can be integrated into Canvas, no reason as to why it's going away except for it's not a quiz. We have CAT trainers presenting at the Employee Professional Development workshop tomorrow, 2 more workshops through professional development. MOU for CAT trainers has expired, so training is offered under faculty professional development. New cohort for DE Instructor certification started in Sept, led by DE Coordinator Lisa Kennedy. DE office hours on campus on Tuesdays 1220-130pm, Saturday via Zoom 6-7pm.

10. ADJOURN

Procedural: 10.1 Adjourn the Oct. 7, 2021 Academic Senate Meeting
Meeting adjourned at 5:30pm.