

**Victor Valley College Academic Senate Meeting - Thursday, March 3, 2022****Members present**

Tim Adell, Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

**Executive board members present**

Lee Bennett/Past President, Lynne Glickstein/Vice President, Leslie Huiner/Secretary, Dr. Henry Young/President

**Special Guest**

Dr. Karen Engelsen

Meeting called to order at 3:32pm

## 1. 10 + 1

Information: 1.1 ASCCC 10 + 1

10+1

Title 5 § 53200 (b): Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters. In Sections 53200 (c), "Academic and professional matters" mean the following policy development and implementation matters

1. Curriculum including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

## 2. OPENING ITEMS

Procedural: 2.1 Public Comments Related to Agenda Items

## 3. SPECIAL GUEST

Presentation: 3.1 Special Guest - Dr. Karen Engelsen, Vice President of Student Development

Discussion on plagiarism for continuous improvement, aligning with student learning and success. Working with student discipline noticed large number of students struggling with plagiarism, would like to mitigate in a pro-active way, convened a work group with English faculty, Writing Center, Librarians, Tutoring staff. Some ideas: include info about plagiarism on syllabus template so students see it clearly, maybe discuss at beginning of semester, English 101/Library info comp tutorial has section on plagiarism, could create a non-credit plagiarism component, support for non-English faculty with resources for plagiarism, working to get students to complete ENGL 101 in first semester/first year. Talked about having dialog in gateway courses for each RamPath, beefing up the Info Comp ILO to have more weight, concern for equity component of plagiarism discipline. New student orientation includes "just in time" information, faculty to give students information about it. Turnitin reports different levels of plagiarism, no distinction or rubric for how different levels of plagiarism are disciplined. Need for college-wide standard. Agree that it is an Academic Senate issue, this is just an introduction to the topic, request the senate consider recommendations from the work group and come forward with a final recommendation for a solution that may be implemented.

## 4. ACTION ITEMS

Action, Minutes: 4.1 Academic Senate Meeting Minutes

Motion to approve by David Wilkerson, second by Justin Mott.

Final Resolution: Motion Carries

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

Action: 4.2 Increasing Academic Senate Meetings to Twice Per Month

Motion to approve by Debra Blanchard, second by Julia Wendt.

Final Resolution: Motion Carries

Yea: Debra Blanchard, Regina Brown, Peter Francev, Patty Golder, Justin Mott, Terry Truelove, Julia Wendt

Nay: Richard Cerreto, Tracy Davis

Abstain: Jamey Cooper, David Wilkerson

Action: 4.3 AP 4010 Academic Calendar

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

Final Resolution: Motion Carries

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

Action: 4.4 AP 4020 Program, Curriculum, Course Development

Bolded font is added into the document, PLO added to primary responsibilities, catalog and addendum deadlines, annual certification to CCCCCO, credit hour moved to bottom of document and added language from CCCCCO, added standard term length, ethnic studies.

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

Final Resolution: Motion Carries

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

Action: 4.5 AP 4230 Grading Symbols

Motion to approve by Patty Golder, second by Justin Mott.

Motion to approve as corrected, restore crossed out language for CE symbol.

Motion by Patty Golder, second by Justin Mott.

Final Resolution: Motion Carries

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

Action: 4.6 AP 4235 Credit for Prior Learning

Motion to approve by Patty Golder, second by Peter Francev.

Final Resolution: Motion Fails

Yea: Tim Adell

Nay: Debra Blanchard, Richard Cerreto, Jamey Cooper, Tracy Davis, Peter Francev, Patty Golder, Terry Truelove, Julia Wendt, David Wilkerson

Abstain: Regina Brown, Justin Mott

Action: 4.7 AP 4236 Advanced Placement Credit

Motion to approve as corrected by Peter Francev, second by Justin Mott.

Final Resolution: Motion Carries

Yea: Tim Adell, Debra Blanchard, Regina Brown, Richard Cerreto, Jamey Cooper, Peter Francev, Patty Golder, Justin Mott, Terry Truelove, Julia Wendt, David Wilkerson

Abstain: Tracy Davis

Action: 4.8 Petition for Credit for Prior Learning

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

Final Resolution: Motion Carries

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

Action: 4.9 Faculty Minimum Qualifications Under Equivalency Process - Form Revision

Motion to approve by Debra Blanchard, second by Justin Mott.

Final Resolution: Motion Carries

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

Action: 4.10 Correspondence Education Addendum

Working on opening correspondence courses for prison students, Title 5 and ACCJC require separate addendum to the course outline of record, will be submitted through Meta.

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

Final Resolution: Motion Carries

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

## 5. INFORMATION ITEMS

Information: 5.1 AP 6200 Budget Development and FBPC Resource Request Ranking Rubric

IPRC is looking at the document approved by College Council, has not been approved by Senate, please review and we will bring it back. FBPC used rubric to prioritize budget augmentation requests, worked with Jan Espinoza and Julia Wendt to pull data and requests from program review. Professional Development/Regina Brown did some training for department chairs and program reps on this, it worked well for this year's process, send feedback to Dr. Young or Dr. Wendt. Regina will do additional training/videos, would be helpful to add language to help explain the form, it's a great start but fine-tune it a little bit. Patty Golder is co-chair of Institutional Effectiveness Committee and did not agree with some of the steps in the process and the ratings. Discussion on College Council's approval of the document. Request to have program review coordinator attend IEC meetings.

## 6. PRESIDENT'S REPORT

Report: 6.1 Faculty Hiring Prioritization Committee - Full Time Hires List

FHPC will be reconvening for an after action review of the process and will share information with Department Chairs about the process.

Full-time faculty hires, final list from Superintendent/President Dr. Walden: 1. Psychology 2. Sociology 3. Psychology 4. Biology 5. Sociology 6. Foreign Language - Spanish 7. Counseling 8. Counseling 9. Welding 10. Library

Information: 6.2 Academic Senate Elections

Elections to be held this spring for executive officers and area representative for 2022-2023 academic years, 2 year terms.

Information: 6.3 ASCCC Spring Plenary

ASCCC Spring Plenary will be held as a hybrid event, April 7-9. Theme: Strengthening Teaching, Leading and Learning through Racial Justice and Academic Freedom.

More info at <https://www.asccc.org/events/april-7-2022-900am/2022-spring-plenary-session-hybrid-event>. If you are interested in attending please contact Leslie Huiner.

Information: 6.4 Vision in Action

Vision in Action is continued look at individual selves and ways to participate in cultural shift toward greater DEI and anti-racism. Hope faculty look at this as opportunity for increased awareness, catalyst for how you view selves and others, forge actionable response through collective understanding and action.

## 7. EXECUTIVE OFFICER'S REPORTS

Report: 7.1 Vice President, Lynne Glickstein

Thank everyone for responding to all-calls for hiring committees.

Report: 7.2 Secretary, Leslie Huiner

Jacqueline Stahlke has stepped down as Library & Counseling Area Rep.

Report: 7.3 Treasurer, David Gibbs

Report: 7.4 Past President, Lee Bennett

## 8. SENATE REPRESENTATIVE REPORTS

Report: 8.1 Part-Time Faculty Area Representatives - Dr. Jamey Cooper, Dr. Leontine Jefferies, David Wilkerson

Report: 8.2 Area Representatives

#### 9. COMMITTEE REPORTS OR SPECIAL REPORTS

Report: 9.1 Basic Skills Committee – Patty Golder  
GED class begins mid-March, brand new course, instructor in place and ready to go.

Report: 9.2 Catalog Committee – Dr. Lorena Dorn  
The Catalog Committee met on Tuesday, Feb. 22, 2022. We received a presentation from Jan Espinoza regarding accreditation standards that must be met within the catalog. We discussed ways to improve how easily these items can be found. We will work on entering more keywords to make the items the accrediting team might be searching for easier to find. The one item that is not in the catalog, because it does not really exist at the college, is Program Length for each degree and certificate. Debby Blanchard will explore this feature in Meta and discuss with the Curriculum Committee how this can possibly become a part of normal program updates via the curriculum process. We briefly discussed the release of Addendum #2 and Sybil Smith, Director of Financial Aid, brought us up to speed on the processes we should be following to gain approval for federal financial aid on our programs (certificates were the main concern). She will continue to work with the Office of Instruction to ensure we have a process in place moving forward. The catalog committee will be sending a survey to both VVC students and employees to measure our stakeholders' feedback on the catalog.

Report: 9.3 Curriculum Committee – Debby Blanchard  
Met Feb 24, many courses approved, next meeting March 10.

Report: 9.4 Distance Education Advisory Committee - Michael Butros

Report: 9.6 Instructional Program Review (IPRC) - Dr. Julia Wendt  
IPRC meets tomorrow regarding meeting calendar goals, survey will be sent out to help develop program review processes.

Report: 9.7 Open Educational Resources - Yvonne Reed

Report: 9.8 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder  
SLOAC put together a presentation for All College Day as a team, will have first meeting on March 11.

#### 10. ADJOURN

Procedural: 10.1 Adjourn the March 3, 2022 Academic Senate Meeting at 5:22p.m.