

VVC Academic Senate Meeting
APPROVED AS CORRECTED MINUTES

Thursday, March 2, 2017

CFIE Training Room (10-4), 3:30pm

Jessica Gibbs, Academic Senate President, Jessica.gibbs@vvc.edu, (760) 245-4271 ext. 2213

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim	X	Francev, Peter	Contreras, Fernando
C & L	X	Alstadt, Carey		Gibbs, David	Insley, Lyman
KIN	X	Blanchard, Debra			Visser, Sandy
CTE		Bonato, Anthony		Executive Officers	
AC		Burg, Ed	X	Gibbs, J., President	
Science	X	Butros, Michael (proxy T. Davis)	X	Oliver, C., Past-President	Guests
ATC	X	Campbell, Bryce	X	Bennett, L., Vice-President	Richardson, Tracey
Science	X	Cerreto, Richard	X	Huiner, L., Secretary	
LA	X	Golder, Patty	X	Toner, S., Treasurer	
ALDH	X	Haines, Michael			
PAC	X	Heaberlin, Ed			
RSPTC		Jones, Scott		Adjunct Faculty Representative	
C & L	X	McCracken, Mike	X	Akers, Glenn	
ALDH	X	Speakman, Jeanine		Jefferies, Leontine	
LA	X	Tomlin, Karen		Reveron, Rosyli	

Called to order at 3:30p.m.

Additions and Revisions to the Agenda

Special Presentation: Tracey Richardson, Vice-President of Administrative Services
 Encouraging faculty participation in graduation, bookstore will cover cost of regalia.
 Fiscal Year 2015-16 ended year reporting 9212 FTES. For 2016-17, projecting 9500. This year's budget is based on 9531 FTES, didn't quite meet growth target this year. For 2017-18, governor's proposed budget funds 1.34% growth for California community colleges; target will be 9627 for next year, but it will not give us a balanced budget, we would need 9867 FTES for balanced budget for next year.
 Challenge: Chancellor's Office informed us we are losing funding as mid-sized college after this year, we will not keep it for next year. Mid-college level requires 10,000 FTES, it was lowered during recession, but we were still high enough to meet the threshold until it was raised this year back to statutory regulation of 10,000. Strategic Enrollment Advisory Committee is looking at ideas to increase FTES and retention, including dual enrollment and California College Promise campaign.

1. Action/Information Items

- 1.1 Action: Academic Senate Minutes 12/01/2016 (Golder, Toner) M/S/U Y
- 1.2 Action: Academic Senate Special Meeting Minutes 12/15/2016 (Blanchard, Davis) M/S/U Y
- 1.3 Action: Course Substitution Form for Certificate Requirements
 4th Reading – Debby Blanchard
 Discussion: form vetted through Counseling, Curriculum, Senate. Minor correction.
 (Bennett, McCracken) M/S/U Y
- 1.4 Curriculum Local Policy on Units and Hours – 1st Reading – Debby Blanchard
 Motion to discuss (Blanchard, Golder)
 Chancellor's Office document establishes units and hours for lecture, lab and activity (lab class that requires homework that is graded.)
- 1.5 Curriculum Committee Handbook –1st Reading – Debby Blanchard
 Motion to Discuss (Blanchard, Golder)
 Updated to reflect new AP 4020 on prerequisites, follows senate bylaws for committee membership; minor updates throughout document.

- 1.6 Advanced Placement Credit – Mike McCracken – 1st Reading
Motion to discuss (McCracken, Blanchard)
Updating for new catalog, ~~vetted through~~ *proposed by* Counseling Department *and vetted through the senate*, some test names have changed, aligned with CSU and IGETC areas. Discussion on unit change for Math 226/227 classes and language comp AP equivalents for English classes. Recommend reps reach out to areas for their disciplines to verify and contact McCracken.
- 1.7 CLEP Applicability Sheets for VVC and CSU General Education – Mike McCracken – 1st Reading. Motion to discuss (McCracken, Alstadt) – Few changes, aligning with CSU. Motion to approve on first reading (Blanchard, Adell) M/S/U Y
- 1.8 Information: Curriculum Committee Minutes 11/10/2016, 12/08/2016

2. President’s Report and Announcements

- 2.1 Welcome New Faculty – Daniel Vecchio, Philosophy, and Manika Record, CALWORKS Counselor
- 2.2 Accreditation 2017 – Visiting team here next Monday through Thursday, they are meeting in the CFIE. People meeting with them have been invited to a briefing tomorrow. ASEB (senate executive board) will meet with them next week. Site visit was discussed at College Council, per Lee Bennett, we were advised to be candid, honest, and positive.
- 2.3 Academic Senate Self-Evaluation – Discussed at December’s senate council meeting, idea of self-evaluation for senate committees. ACCJC says processes should be evaluated for effectiveness, would like to implement at senate level to review our processes. Had asked chairs to take back to committees and bring feedback to this meeting. Would like senate to lead by example. Bring it back in April, committees please add as agenda item to upcoming meetings. If it looks like something we want to do we can draft a process for how we want to do it.
- 2.4 Hiring Prioritization List – FON is going up by 10 positions to 126. Email was sent out to faculty after Roger Wagner and Peter Maphumulo finalized a list of hires. Deans compiled a list of recommendations that were sent to us by Roger. ASEB used TracDat reports from program review that were submitted in December, used criteria and spreadsheet to recommend back to Roger. Positions will be hired by June. Please respond to all-calls for hiring committees. Committees will include a chair from the discipline, 2 faculty from discipline, a related discipline, an unrelated discipline, alternate, and the FER. Program review committee will be looking at the criteria in the report, be specific, include data and goals. IPRC will survey deans and chairs re: program review. Discussion on goals and resources; full time faculty should be a resource used to achieve a goal.
- 2.5 Strategic Enrollment Advisory Committee – Senate has been asking for a strategic enrollment committee for a long time, we don’t have one. Administration is putting together a team of people as an advisory committee in response to the IEPI, which is similar to an ACCJC visiting team. VVC applied for IEPI, this visiting team will present action plans, we will receive \$200,000 grant funds to address strategic enrollment and data integrity. IEPI team is made up of colleagues from colleges that are proficient in those areas. No penalty if we don’t achieve plan goals. Will include follow up visits. Idea is to get specialist to help with problem areas which can be solved and not targeted by ACCJC. Goal is for a shared governance strategic enrollment committee.
- 2.6 Spring Plenary – State senate conference April 20-22. Would like to ask Peter and Herb English for additional funds to send more people. Topics include: Strong Workforce, assessment, program review, diversity, student success. All-call will be sent out if we can get funding. Program is online at ASCCC.org.
- 2.7 Other – Discussion on Daily Press article about cannabis college, BOT meeting. Community colleges are not research institutions. Research labs are normally run by Ph.Ds. We have programs on our campus that are not being supported by administration, new programs would require funding. No employability for students with associate level certification in biological sciences for cannabis. Send her your thoughts so she can share them with Roger.

3. **Executive Officer's Reports**

- 3.1 Vice President, Lee Bennett – College Council reviewed BOT agenda, acceptance of \$50,000 earmarked through Strong Workforce for top code realignment in CTE programs. Top code misalignment at statewide level is causing inaccurate data in success reporting for CTE programs. A specialist will meet with Academic Senate reps, department reps, and institutional research (IR) reps to realign top codes to be accurate; will train personnel in IR how to do it for all the other departments. Top code alignment is under academic purview, faculty need to be involved.
- 3.2 Secretary, Leslie Huiner
- 3.3 Treasurer, Steve Toner – \$50 donations for food. \$33.70 spent on food today. Give him recommendations for food.
- 3.4 Past President, Claude Oliver

4. **Senate Representative Reports**

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Leontine Jefferies, Rosyli Reveron Akers – Discussion on idea of an endowed faculty chair with donations to pay faculty member's salary; he keeps bumping into people in community who want to donate funds for faculty, it would replace payroll costs.
- 4.2 Area Representatives
Karen Tomlin – Discussion about students with needs (such as DSPS, veterans,) and the impact on classroom management. Need resources to help. Jessica will discuss with Roger and Peter.
Ed Heaberlin – Issue with classroom doors being unlocked and theft; at least the parking lot lights are on and the door is no longer broken.

5. **Committee Reports or Special Reports**

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – Concluded reports in TracDat for first time, reports have been sent to deans, they are available on SharePoint. Will be surveying users for feedback for things that work and improvements that can be made. Surveys will be sent to chairs and deans. Workshops will be offered on how to strengthen reports re: setting goals and plans for realizing those goals.
- 5.2 Honors Program – Tim Adell – Faculty working on curriculum for Astronomy and updating Psychology.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder- SLOAC met last Friday, task for this semester is to assess ILOs; got funding to purchase 300 assessment tests, critical thinking test, will compare and contrast results from last testing group in 2013. Looking at students in English 102, 104, Philosophy 109, 207, Communication Studies 106, 107 and 108, and possibly Math /statistics.
- 5.4 Curriculum Committee – Debby Blanchard – Forming implementation committee for Meta and will be looking for faculty to serve on it. Next meeting is March 9, open to all faculty to attend. Third curriculum training session of the week is tomorrow, have held 2 this week with some new faculty.
- 5.5 Basic Skills Committee – Jessica will schedule a meeting to try to get committee back on track and appoint a chair, will be discussed at senate executive board. Likely will contact former members to see who wants to remain on committee, then do an all-call for new members.
- 5.6 Other

6. **Shared Governance Reports**

- 6.1 Facilities Committee –
- 6.2 Finance, Budget & Planning Committee – Henry Young
- 6.3 Student Success and Support Committee – Carey Alstadt – No report.
- 6.4 Distance Education Advisory Committee – Tracy Davis – Starting hiring process for permanent

DE coordinator on March 16, interim now is Mark Clair. Had issue trying to get survey results from fall DE academy, got it at end of last semester, looking at May for the spring DE academy. Will launch a student DE academy to resolve issues that students are having, will mirror the faculty DE academy workshops. Will be meeting with the accreditation visiting team, along with Mark Clair. DE narrative document on SharePoint is 95% complete, waiting for a few responses, it's a good document to share with visiting team if you are addressing DE issues. Working on DE handbook and plan.

- 6.5 College Council – Claude Oliver - Met yesterday, Roger reviewed March BOT agenda. Kevin Leahy shared list of IT projects. Not much discussion, update on accreditation. Chief Knight has revision on smoking policy that includes marijuana.
- 6.6 Technology Committee – Tracy Davis, Steve Toner – One meeting held last week which some members did not know about; trying to get agendas sent out in a timely manner. Leahy shared project list that was shared at College Council. Justin Gatewood talked about web accessibility, VVC web site has to be completely accessible, some schools are being notified that they are not compliant, he will be presenting guidelines for accessibility at the spring DE workshop. Starting work on the tech plan.
- 6.7 Other – Jessica Gibbs - Sent email request for senate items to report at BOT meeting, if you have a project or good news to share, please let her know. Tracy Davis – Working with Eartha Johnson on the March 23rd program for Women's History Month, program is honoring trailblazing women in labor and business. Invite students, topics include mentoring women, financial independence, instilling confidence in our female students. Ed Heaberlin – Auditions coming up for *California Suite*. This is last weekend for *Spamalot*, includes music, dance and theater, and will be last show directed by Allen Gildard. Debby Blanchard - Problems with underage students, parental involvement, remind everyone we are a college not a high school. Patty Golder – Chris Piercy is talking to parents and counselors of high school Bridge program students, their new form will require signatures to try to solve this problem. Karen Tomlin – Clarification, if the student is under 18 years, you have to talk to the parent, there are a variety of regulations based on age with murky answers.

7. **Public Comments**

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject

8. **Adjournment**

Meeting adjourned at 5:22p.m.