

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, March 3, 2016

Administration Services Bldg., Room 8, 3:30 p.m.

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim		Gibbs, David	Alstadt, Carey
VOC		Bennett, Lee		Rubayi, Khalid	Burg, Ed
KIN	X	Blanchard, Debra			Golder, Patty
Science	X	Cerreto, Richard		Executive Officers	Young, Henry
LA	X	Ellis, Lisa	X	Oliver, C., President	
Science		Harvey, Lisa	X	Davis, T., Past-President	
PAC	X	Heaberlin, Ed	X	Gibbs, J., Vice-President	
AC		Hollomon, Dave	X	Huiner, L., Secretary	
ATC		Malone, Patrick	X	Toner, S., Treasurer	
C & L	X	McCracken, Mike			
C & L	X	Ochoa, Lorena		Adjunct Faculty Representative	Guests
RPSTC		Oleson, Dave	X	Akers, Glenn	Ledesma, Abigail
ALDH	X	Speakman, Jeanine		Armstrong, Leontine	Mitchell, Robert
LA	X	Tomlin, Karen	X	Reveron, Rosyli	Soto, Maria
ALDH		Truelove, Terry			

Called to order at 3:35p.m.

Additions and Revisions to the Agenda

1. Action/Information Items

- 1.1 Action: Academic Senate Minutes 12/03/2015 (Adell, Blanchard) M/S/U Y
- 1.2 AP 6332 Travel – 1st Reading – Discussed, questions, policy came from Fiscal Services.
- 1.3 Resolution on Data Reporting for Academic and Career Technical Education at Victor Valley College – 1st Reading. Discussed. Motion to approve on first read as corrected (Blanchard, Adell) M/S/U Y
- 1.4 Information: Curriculum Committee Minutes 11/12/2015, 12/10/2015

2. President's Report and Announcements

- 2.1 New Full-Time Faculty Spring 2016: Tamala Clark, EOPS Counselor; Sean Duarte, EOPS Counselor; Melanie Dube-Price, Counselor (reassignment); Jennifer Fowlie, Communication Studies Instructor; Lyman Insley, Counselor. Exciting time hiring new faculty.
- 2.2 New Academic Senate Adjunct Faculty Representative: Rosyli Reveron. Replacing Cheryl Elmore through the end of this semester.
- 2.3 Update on Faculty Hires – Tremendous number of all calls for committee members. 10 hiring committees (11 retirees last June, 10 positions back-filled; Geography not filled/replaced.) Vacancy from Geography + 4 growth positions resulted in 5 additional positions last fall: 2 Math, Chemistry, Nursing, English. 9 faculty submitted paperwork to retire in June 2016 with incentive and all 9 will be filled: 3 Math; Library Science; Philosophy; Automotive; Administration of Justice; Music; Co-operative Education.
- 2.4 Update on President's Tutor Center Task Force – 3 phases: AFT and Upward Bound have been moved out of Academic Commons into ALDH portables; starting in next couple of weeks AC remodeling classrooms to move BET from ATC into AC; Math Success Center will be moved into ATC (former BET rooms.) Task force met for 3 months and put together a proposal. Still no commitment of dollars and personnel for the tutoring center which will be housed in the ATC.
- 2.5 Update on Accreditation due January 2017 – Mini-kick off held last Friday. Standards teams are meeting this week.
- 2.6 Upcoming Academic Senate Spring Election – Secretary, Treasurer, Vice-Presidents, Area Reps up for election this spring.
- 2.7 Other – CFIE building nearing completion, hope to have AS meeting there next month, includes training room, conference room, senate office, open space (reception area.) AS proposal tried to get it as a faculty resource space, but not approved by facilities and administration; approved as a space for all staffing to use. Discussion on Ellucien contract assisting w/IT infrastructure, 2 employees

<p>Academic Senate 10 + 1: Curriculum - Degree/Certificate Requirements - Grade Policies - Educational Program Development - Standards for Student Preparation & Success - Governance Structures for Faculty - Accreditation - Professional Development - Program Review - Institutional Planning & Budget Development - Other Academic & Professional Matters</p>
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arrive next week, will be a meet and greet in conference room, encourage everyone to stop by and meet them. Contractors will fill IT, MIS and network manager roles. Discussion of BOT agenda items and management contract renewals. Roger Wagner asking them to spend GIC on 3 areas: signage, mass notification system and IT training.

3. Executive Officer's Reports

- 3.1 Vice President, Jessica Gibbs – Election notice will come out this month.
- 3.2 Secretary, Leslie Huiner – No report.
- 3.3 Treasurer, Steve Toner - \$43 in donations today for food, \$119.15 balance.
- 3.4 Past President, Tracy Davis – Next month AS first reading on syllabus template with essential and best practice items, faculty generated guidelines.

4. Senate Representative Reports

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Leontine Armstrong, Rosyli Reveron Akers – Wish we could go back to ballot box rather than electronic voting for adjunct election. Per Oliver, 12 adjunct faculty voted in the last election.
- 4.2 Area Representatives

5. Committee Reports or Special Reports

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – Met last Friday, approved a template for putting program review in to TracDat. Technology Assessment Committee evaluating TracDat, SharePoint and CurricuNet. Technical side will be built by TracDat for 2016 cycle, will greatly facilitate data acquisition and institutional planning, data driven and concise, more streamlined with check-boxes and less narrative.
- 5.2 Honors Program – Tim Adell – 3 students presenting at UCI conference on March 26, encourage people to attend. Students are really doing good work.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Met last Friday, 100% compliant with syllabi turned in and correct SLOs on syllabi. Working with CurricuNet to pull a report with correct SLOs. Want more assessment by part-time faculty. 13 programs have not turned in 6-year action plan for assessment. Master calendar in the works will have all SLOs and PLOs, will be able to report each semester to alert disciplines what they will be assessing. Assessment will be loaded into TracDat after program review. Working to get TracDat 5 and SharePoint 13 to work together, doing substantial work. Per Oliver, adjunct need to be asked by their dean to complete assessments (not a chair level request.)
- 5.4 Curriculum Committee – Debby Blanchard – Approved over 100 courses at last meeting. Active SLO report developed, gives every SLO for every active course. Chancellor's Office changed requirements in 2013 for CTE certificates of 18 or more units. Problem with reporting of certificates during last 4 years, they were rejected and sitting in an in-box. New regulations require labor market analysis, Region 9 minutes and advisory committee minutes be attached to the certificates for Chancellor's Office approval. Tomorrow is demo on Meta curriculum system by Governet. Rumor about Chancellor's Office use of CurricuNet, they are now using an in-house system, does not affect us locally.
- 5.5 Basic Skills Committee –
- 5.6 Other

6. Shared Governance Reports

- 6.1 Facilities Committee – Tom Miller – New co-chairs are Lyn Guardado and Michelle Painter, meeting next Friday.
- 6.2 Finance, Budget & Planning Committee – Henry Young – Ed Burg has been attending, still need another faculty member, all call for 2 positions is out now, appointments will be made in 2 weeks. Working on augmentation rubric, want to make it more user friendly; waiting on approval of AP 1202, rubric is in the AP.
- 6.3 Student Success and Support Committee – Carey Alstadt – Nothing new to report at this point. Early Alert pilot beginning this spring and will be concluded next fall. This semester a letter will go out to students, will be coming out next week.

- 6.4 Distance Education Advisory Committee – Tracy Davis – DE Academy to be held April 29 with in-house presentations, BlackBoard basics, best practices, tales from the online trenches, hands-on accessibility workshop. A flyer with link to registration and newsletter will be coming out. Online certification offered in second 8-weeks.
- 6.5 College Council – Claude Oliver – If you want password for M&O Opra workorder system, contact Fernando Chavez at x2216 or ask division dean secretary to make the request. IT workorder system is called Absolute. Health and Safety Committee decided to have emergency kits in every building.
- 6.6 Technology Committee – Tracy Davis, Steve Toner - Meeting next week.
- 6.7 Other –

7. **Public Comments**

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

8. **Adjournment**

Meeting adjourned at 5:15p.m.