

# VVC Academic Senate Meeting

## APPROVED MINTUES

Thursday, March 5, 2015

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

		Area Representative		At-Large Area Representatives	Members
ATC	X	Adell, Tim	X	Gibbs, David	Alstadt, Carey
KIN	X	Blanchard, Debra	X	Rubayi, Khalid (proxy L. Huiner)	Burg, Ed
Science	X	Cerreto, Richard			Butros, Michael
LA	X	Ellis, Lisa		<b>Executive Officers</b>	Daniel, Deanna
Science		Harvey, Lisa	X	Oliver, C., President	Golder, Patty
PAC		Heaberlin, Ed	X	Davis, T., Past-President	Luna, Starlie
AC	X	Hollomon, Dave	X	Gibbs, J., Vice-President	Pendleton, Joe
ATC	X	Malone, Patrick	X	Huiner, L., Secretary	Penton, Yolanda
C & L	X	McCracken, Mike	X	Toner, S., Treasurer	Ruiz, Maria
VOC	X	Menser, Gary			
C & L		Ochoa, Lorena		<b>Part-time Faculty Representative</b>	
RPSTC		Oleson, Dave	X	Akers, Glenn	<b>Guests</b>
ALDH	X	Ramming, Alice	X	Elsmore, Cheryl	Luther, Pat
LA	X	Tomlin, Karen			
ALDH	X	Truelove, Terry			

Called to order 3:32p.m.

### Additions and Revisions to the Agenda

#### 1. Action/Information Items

- 1.1 Action: 12/04/2014 Academic Senate Minutes (Ramming, Butros)  
Approved as Corrected M/S/U Y
- 1.2 Action: AP 1201 Shared Governance Structure and Responsibilities – 2<sup>nd</sup> Reading (Toner, Menser)  
Motion to add Student Equity as a Shared Governance Committee (Ellis, Toner) M/S/U. Y  
Motion to open discussion (Menser, Gibbs, J.)  
Motion to pull Distance Education shared governance committee from the document. (Ellis, Menser)  
M/S/U Y  
Discussion: DE committee is in process of revising DE Plan, there is language in the plan that is contradictory with shared governance (committee make up and how it reports to VP rather than College Council, committee doesn't comply with AP1201. May be a task force or an advisory committee, not sure yet, need to figure out how it's going to be set up.)  
Motion to approve as amended (Ellis, Gibbs, J.) M/S/U Y
- 1.3 Accreditation Follow-up Report #5 – 1<sup>st</sup> Reading – Claude Oliver sent email about need for SLO assessments to be included in self-evaluation, need confidential examples for visiting team, will be added into recommendation 3. Motion to approve at 1<sup>st</sup> reading (Davis, Gibbs, J.) M/S/U Y  
Motion to approve (Menser, Adell) M/S/U Y  
Discussion on faculty contribution, evidence, thank our union colleagues for their efforts. Will go to BOT next Tuesday, College Council Wednesday, then mailed to commission next Friday.
- 1.4 Information: SLO Assessment Form – Created by SLOAC, will be using TracDat version 5, need to upgrade SharePoint first.
- 1.5 Information: Curriculum Committee Minutes 11/13/2014, 12/02/2014, 12/11/2014

#### 2. President's Report and Announcements

- 2.1 Welcome New Faculty Hires: Welcome to guests and new faculty.  
*Biology: Naveen Jalota*  
*Counseling: Carey Alstadt, Lorena Dorn, Jacqueline Stahlke*  
*Fire Technology: Heath Cohen*
- 2.2 Accreditation – Self-study team for 2017. Emails will be sent out. Continuing need for compiling evidence for documentation.
- 2.3 Board of Trustees Meeting – Cordial meeting last month.
- 2.4 Nursing Department Faculty – Alice Ramming – Aging faculty with many upcoming retirements. Concern is specialty nursing, need to get faculty trained, all faculty work overload, need help.

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
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PRAISE included need for 2 full time faculty, currently have a large ratio of 30-40 adjunct faculty. Asking for support in filling retirement vacancy and upcoming retirement. Terry Truelove: VVC is due for Bureau of Registered Nursing (BRN) Accreditation self-study in 2016, criteria includes sufficient faculty to achieve program outcomes and content area experts, need 2 full time faculty. Starlie Luna: Passing rate is top 5 percentile in nation, but struggling because we don't have enough faculty. Senate supports full-time faculty hiring. FON is 112 and we are around 113-114; survey shows 7 people want to retire, in August FON should be increasing to 119. Penalties are fines if we are under the FON (about \$65,000-70,000 per faculty.)

2.5 Other

### **3. Executive Officer's Reports**

- 3.1 Vice President, Jessica Gibbs – Technology and Assessment Task Force Survey – Task force includes SLOAC members along with administration, classified; survey is analyzing TracDat, Blackboard, and Curricunet and looking at means for improving them and getting them to work compatibly. Developed survey for end-users, will go out sometime this month. Attended AS Accreditation Institute, will be sending a report after accreditation report is submitted. A lot of campuses do activities together to prepare for interview. Attended workshops on outcomes assessment, student equity standards and serving on visiting teams.
- 3.2 Secretary, Leslie Huiner – No report.
- 3.3 Treasurer, Steve Toner - \$92 in food donations. Equity in soft drinks and paper goods. Bob Carlson had back surgery, card circulated, \$98 collected. Task force will meet in 3 weeks to review the Full-Time Faculty Hiring Document. Attended Accreditation Institute, report will be included in Faculty Forum. Workshops covered: access to all online classes; regular effective contact reported in syllabi; must make access available to visiting team to textbook publishing sites; student equity a very important issue should be analyzed in a variety of areas and at departmental levels; disaggregation of data coming down the road.
- 3.4 Past President, Tracy Davis – Discussion on deans' survey for non-instructional program review, questions were inappropriate, not anonymous, faculty should be cautious when answering, don't have to answer all of the questions, concern about quality of data and how it relates to NIPR. Executive team will follow up on the results of the survey.

### **4. Senate Representative Reports**

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Cheryl Elsmore – Cheryl Elsmore: sent out a wish list that dealt with issues like parking permits only cover a semester at a time; conditions in classrooms.
- 4.2 Area Representatives – Mike McCracken – Mental Health Counseling – Intern with MSW working on campus for free a few hours a week and running some groups, able to refer students for help. If you have students in your classes who need help, contact Casey Johnson. Interest in making it a full-time, permanent service for students. David Gibbs – Security issue on campus between student and instructor last semester, concern about response by Campus Police. Concern about ASB presentation; pressure to change STEM curriculum and class sizes. Patty Golder – problems with students in the parking lot near bus stop, students from Excelsior. Joe Pendleton – confrontational students in classroom.

### **5. Committee Reports or Special Reports**

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – Meeting Friday.
- 5.2 Honors Program – Tim Adell – 7 students accepted to speak at conference, 4 students published in Building Bridges.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Working on second annual report with help from others, almost done, will be ready for accreditation visit.
- 5.4 Curriculum Committee – Debby Blanchard – Meeting March 12. Working on self-evaluation survey about the process and interested in what task force survey results says about Curricunet.
- 5.5 Basic Skills Committee – Pat Wagner – First meeting tomorrow, so will be able to report next time.
- 5.6 Other

**6. Shared Governance Reports**

- 6.1 Facilities Committee – Tom Miller
- 6.2 Finance, Budget & Planning Committee – Joe Pendleton – No report.
- 6.3 Student Success and Support Committee – Mike McCracken – Welcomed Carey Alstadt, SSSP Counselor, to the committee. July 1 is UC deadline for transcripts for students enrolling in fall semesters, some CSUs also moving up deadline to end of June, issue with turnaround for grade submissions and transcript generation. We are 8-day turnaround for grade submission. E-transcripts ahead of schedule, may be implemented as early as this spring. Prioritize transcripts for students with intent to register in fall. Early Alert still in effect, faculty manual will be updated, Carey will be point of contact for students who are at risk. Problems with students being blocked in registration system. Carey working on report for Art Lopez. Lorena Ochoa and Mike McCracken would like to bring International Baccalaureate Approval of Courses for first reading to senate meeting in April.
- 6.4 Distance Education Shared Governance Committee – Lisa Ellis – Revising DE Plan and working on spring DE academy.
- 6.5 College Council – Claude Oliver – Met through winter.
- 6.6 Other

**7. Public Comments**

Communication on non-agenda items, limited to 3 minutes per person and 6 minutes per subject  
Tim Adell – Honors Conference at UCI in March.  
Steve Toner – South Pacific starts this weekend.

**8. Adjournment**

Meeting adjourned at 5:15p.m.