VVC Academic Senate Meeting
APPROVED MINUTES
Thursday, April 4, 2013
Building 54, Room 213, 3:30 p.m.

Area		Area Representative		At-Large Area Representatives	Members
KIN	X	Blanchard, Debra	X	Butros, Michael	Bozonelos, Dino
Science	X	Gibbs, David	X	Menser, Gary	Burg, Ed
Science	X	Gibbs, Jessica			Cerreto, Richard
LA	X	Golder, Patty		**Executive Officers**	Ellis, Lisa
PAC	X	Heaberlin, Ed	X	Davis, T., President	Skuster, Marc
PSTC		Jones, Scott		Harvey, L, Past-President	
ATC	X	Malone, Patrick	X	Oliver, C., Vice-President	
C & L	X	Mayer, Peggy	X	Huiner, L., Secretary	
C & L	X	McCracken, Mike	X	Toner, S., Treasurer	
ALDH	X	Ramming, Alice			
VOC		Rubayi, Khalid		**Part-time Faculty Representative**	**Guests**
ATC	X	Ruiz, Maria	X	Akers, Glenn	Johnston, Tim
ALDH		Speakman, Jeanine	X	Elsmore, Cheryl	Larriva, Jennifer
LA	X	Tomlin, Karen			Moon, Greta
Ac. Com.		Young, Henry			Moran, Virginia

Called to order 3:32

Additions and Revisions to the Agenda

1. **Action/Information Items**

1.1 Action: 03/07/2013 Academic Senate Minutes AS CORRECTED (Heaberlin, Butros) **Y**

1.2 AP 6200 – Budget Development -- 1st Reading – (Blanchard, Heaberlin) Passed College Council as 1st reading.

1.3 AP 4225 – Course Repetition – Tim Johnston – 1st Reading – (Mayer, McCracken) Title 5 revisions incorporated into AP, combines student service and instruction.

1.4 AP 5030 – Student Services Fees – Tim Johnston – 1st Reading (Butros, Toner) Changes re: drop for non-payment.

1.5 New Definition of Programs – 1st Reading (Butros, Gibbs, J.) Program Review committee found it was difficult for some programs to assess at program level, new definition as it applies to program review process was vetted through IPRC; definition for program for assessment purposes went through SLOAC. Discussion re: programs, disciplines, budgets, assessment, accreditation, senate definition, etc. Request to show the marked up changes in relation to prior definitions.

1.6 Legislative Analysis Committee – Name Change & New Charge – 1st Reading (Heaberlin, Butros) Formerly ad-hoc Government Publications and Research Committee; new committee has wider scope, may become a standing committee. Motion to approve establishment of committee at 1st reading (Butros, Akers) **Y** Motion to approve (Menser, Heaberlin) **Y**

1.7 Student Complaint Form – 1st Reading (Golder, Blanchard) Discussion re: process. Send corrections/comments to Margie Sandello in VPI office.

1.8 Information: ARCC 2013 – Per Virginia Moran and Jennifer Larriva: now known as Student Success Scorecard, launched to public by CCCO next week, available on their web site; similar college scorecard at federal level linked at White House web page. Uses ARCC co-hort to track data (profile, persistence, units, completion, remedial progress, career technical ed.)

1.9 Information: Definition of E-Lecture – Per Marc Skuster: Expansion of regular effective contact policy adopted by Senate.

1.10 Information: Curriculum Committee Minutes 2/28/2013, 3/14/2013

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

2.1 Board of Trustees Meeting Update – Will continue to send out reports to faculty. Please attend BOT meetings to speak to agenda item or non-agenda item, share the good work your area is doing. Send Tracy positive things to include in her report.

2.2 Super Pac – Really the Accreditation Steering Committee. Faculty asked to participate along with some administrators to make sure we meet the ACCJC recommendations. SLO assessments now over 90%; Annual Updates should be at 100% tomorrow. Continuing problems with list of courses showing assessment not accurate.

2.3 Accreditation Update – Project report and survey will be made public soon. 2013 Annual Report Final Submission was submitted end of March, Tracy Davis will send to faculty.

2.4   Enrollment Management – Committee met, we may have more summer classes due to low FTES, department chairs unanimously said no to adding second 8-week courses.

2.5   Faculty Hires Update – AS executive team will look at prioritizing, scoring rubric to make it as fair as possible, it will be brought to May meeting for feedback. Do not know if there will be any hires, making list just in case.

2.6   Other – Campaign for Classes sponsored by VVC Foundation; local car dealers will be used to raise funds. Foundation mini-grant recipients were announced today.

3. Executive Officer's Reports

3.1   Past President, Lisa Harvey – No report.

3.2   Vice President, Claude Oliver – Call for Committee Members – Will be sent by email: Newly formed Legislative Analysis Committee, Datatel Steering Committee, Crisis Assessment Committee.

3.3   Secretary, Leslie Huiner – Save the date for graduation, Friday, June 7.

3.4   Treasurer, Steve Toner – Donations for food money $65.

3.5   Part-time Representative Report – No report.

4. Senate Representative Reports

5. Committee Reports or Special Reports

5.1   Program Review Committee – Jessica Gibbs – Survey for annual update sent out, open until April 19. Planning to address BOT in May about progress, ACCJC, and how programs serve students and successful stories.

5.2   Graduation Requirements Committee – Pam James – Has not met.

5.3   Basic Skills Committee – Pat Wagner – No report.

5.4   Honors Program – Tim Adell – 6 VVC presenters did wonderful job at Honors Conference, thanks to Patrick Malone for attending.

5.5   Student Learning Outcomes and Assessment Committee – David Gibbs – Web site established, will continue to work on it. Looking at GELOs vs. ILOs, too much overlap, looking at dropping at GELOs. 98 degrees and programs need to have PLOs assessed. More training sessions after spring break.

5.6   Curriculum Committee – Debby Blanchard – Changes in Curricunet: more in depth programming by chair, added explanation for approval paths and required approval/review; changed limited amount of days from 5 to 30 for originator. Working diligently, call Debby for issues. Put in IT workorder to make sure Governet emails are being delivered on campus.

5.7   Teaching Abroad Committee – Dino Bozonelos – Model UN conference in New York, were recognized as outstanding delegation at top 10% of international conference.

5.8   Distance Education Senate Committee – Tracy Davis - Work with shared governance committee, focus on academic and professional matters.

5.9   Foundation Report – Scott Jones – No report.

5.10   Perkins Oversight Committee – Claude Oliver – Met 12 hours to re-allocate this year's funds and funds for next year, will have follow up training for applicants for funding for next year.

5.11   Senate Process Efficiency Committee – Tom Miller – Will meet next month to work on previously identified issues.

6. Shared Governance Reports

6.1   Technology Committee – Ed Burg – IT said they have upgraded memory on faculty computers, contact him if you haven't been upgraded.

6.2   Facilities Committee – Tom Miller – Beginning stages of revising master plan based on EMP and PRAISE, will survey and do site survey. Science building contractor to be identified at April BOT meeting.

6.3   Safety & Security Committee – Dave Oleson – No report.

6.4   Finance, Budget & Planning Committee – Pat Wagner – No report.

6.5   College Council – Claude Oliver – FBPC negotiating with FCMAT team (re: factual items) to change items in report; waiting for division dean summaries and sub-committee to review updates for augmentation funds.

6.6   Diversity Committee – Sherri Pierce – Black History Month event well attended.

6.7   Student Services Committee – Peggy Mayer – Student Services plan to implement Student Success Act. Possibility of enhancing student services for distance education students. Several forms and processes under review.

6.8   Accreditation Committee – Debby Blanchard – No report.

6.9   Distance Education Shared Governance Committee – Lisa Ellis – Thanks for attending @One Academy, great training session, try to do 2 / year and supplement with workshops at Mt. San Jacinto. Minutes from committee posted on SharePoint. Working on issues from the Distance Education Plan. Working with Curriculum Committee to update DE page in Curricunet.

7. Public Comments

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

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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

Peggy Mayer – Campus Communication Day: many students attended. Really intended for employee communication.

8. **<u>Adjournment</u>**
   Meeting adjourned at 5:19 p.m.