VVC Academic Senate Meeting
APPROVED MINUTES
Thursday, April 5, 2018
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 (proxy Francev)	X	Francev, Peter	Augustine, Jackie
KIN	X	Blanchard, Debra	X	Gibbs, David	Contreras, Fernando
CTE		Bonato, Anthony			Ruiz, Maria
AC	X	Burg, Ed		**Executive Officers**	Visser, Sandy
Science	X	Butros, Michael	X	Gibbs, J., President	
ATC	X	Campbell, Bryce (proxy Francev)		Oliver, C., Past-President	
Science	X	Cerreto, Richard	X	Bennett, L., Vice-President	
LA	X	Golder, Patty	X	Huiner, L., Secretary	
ALDH	X	Haines, Michael	X	Toner, S., Treasurer	**Guests**
PAC	X	Heaberlin, Ed			Richardson, Tracey
RSPTC		Jones, Scott			Engelsen, Karen
C & L	X	McCracken, Mike		**Adjunct Faculty Representative**	
ALDH		Speakman, Jeanine	X	Akers, Glenn	
C & L	X	Stahlke, Jacqueline		Asdel, Bryan	
LA	X	Davis, Tracy	X	Jefferies, Leontine	

Called to order at 3:30p.m.
Additions and Revisions to the Agenda

Special Guests: Tracey Richardson, Vice-President of Administrative Services, and Karen Engelsen, Vice-President of Student Services

Richardson: Facilities updates on projects scheduled during spring break include campus signage, restrooms in lower portables, painting in SAC and classrooms, carpets/hard floors and restrooms cleaned, weeding fields and HVAC units. Discussed two controversial measures proposed by Governor Brown for next fiscal year: fully online community college and new funding formula. District jurisdiction for the new 115th college would fall to CCCCO, it would offer short term credential programs for careers like advanced manufacturing, healthcare, child development; investing $120 million, would have to meet accreditation standards. Discussed faculty opposition to the idea by senate, union and disciplines. New funding formula: right now we are fully funded on FTES, proposal would be 50% FTES, 25% supplement grant based on low income students receiving College Promise Grant (formerly BOGG) and Pell Grant; 25% incentive grant based on completion numbers like degrees and certificates, ADTs granted, students completing in 3-years or less; during first year there is a hold harmless and will receive full funding. Next step is input from CCC system, CEOs, BOG, (Chancellor Oakley supports both initiatives, they are tied to his vision of success) and legislative hearings, prior to May revision. Performance/success will be part of new funding formula, not sure exactly how, not sure how much money. If it sticks, it will benefit us because of low income; our student success measures are low in comparison to other campuses, we have opportunity to improve on that.

Engelsen: Guided Pathways update, we need a unique moniker for VVC. Discussed history of pathways, professional academic research on student success; distributed book "Redesigning America's Community Colleges" to department chairs. VVC got a $1.5 million, 5-year grant for planning and implementation. Structured pathways and support services for success. Started student focus groups today. Faculty and staff forums to be held after spring break. Inventory our best practices. Next year workgroups developed to focus on goals identified this year, implement in 2019-2020. Handout "Planning Worksheet for Considering Guided Pathways."

1.   Action/Information Items

1.1   Action: Academic Senate Minutes 03/01/2018   (Butros/Heaberlin) M/S/U   **Y**

1.2   2nd Reading: AP 3720 Acceptable Use of Computer and Electronic Communication
       Systems (Formerly AP 3720a) – Steve Toner/Technology Committee (Heaberlin, Davis) - typo
       correction, approved as corrected. M/S/U   **Y**

1.3   2nd Reading: AP 3721 Computer Use – Email Procedures (Formerly AP3720b) –
       Steve Toner/Technology Committee
       Motion to bundle 1.3 and 1.4 (Toner/Blanchard) M/S/U   **Y**
       Motion to approve the bundle (Butros/McCracken) M/S/U   **Y**

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

1.4   2nd Reading: AP 3722 Electronic Document Discovery and Retention Procedures (NEW) – Steve Toner/Technology Committee

1.5   Information: Curriculum Committee Minutes 02/22/2018, 03/08/2018, 03/22/2018

2.   President's Report and Announcements

2.1   All College Day Planning – The first one this fall was planned by President Wagner and administration; short timeline didn't allow senate to participate in planning. For next fall, the morning session will be all-college, but afternoon sessions will have faculty-designed, faculty-centered workshops. Jackie Augustine is Professional Development coordinator for this year. Start thinking of workshops you would like to have offered, or have specialists come in. Ideas for workshops: assessment, curriculum, program review, Canvas, Financial2000. Send ideas to Jessica. Planning task force will be formed.

2.2   Guided Pathways – A group of faculty are attending working group meetings and contributed to plan that was submitted last Friday. Forums and workshops coming up in April and May. Same topic will be covered at all of the forums. Encourage everyone to attend and provide input.

2.3   Update on Full-Time Faculty Hiring – Wagner anticipates 1 full-time faculty hire needed to meet FON (faculty obligation number.) Hiring committees are still in progress.

2.4   Spring Election for AS Officers and Representatives – Nominations will be closed today. Thanks for accepting nominations. Discussed the role and work of senate.

2.5   Accreditation Update – One recommendation is directly resolvable by faculty, the recommendation for PLOs, SLOAC is working on it. Peter Maphumulo has small groups working on the resolutions. Wagner wants it done by the end of June. SLO Coordinator Dave Gibbs has been holding trainings. "Program" means Chancellor's approved certificate of 18+ units or degree.

2.6   AS Spring 2018 Plenary – Resolutions – A link to resolutions on ASCCC website was sent out, voting takes place on Saturday, prior to that the resolutions may change quite a bit, encourage you to look through them and reply back to Jessica if you support and the reason why you support it. Plenary is next week.

2.7   *Strategic Enrollment Management* – We received IEPI money, there is a SEM workshop June 1-2, need 2 more faculty to serve, it's a year-long commitment to attend workshops and report out.

2.8   Other

3.   Executive Officer's Reports

3.1   Vice President, Lee Bennett – *Short-term Plan for Addressing Degree and Certificate Curriculum Alignment Issues* – Faculty have been working on it for past 18 months, now it's moving forward quickly, problems need to be fixed by end of June. Discussion on certificates. We are submitting 12+ units certificates to Chancellor's Office for approval. State is looking at lowering it to 8-units, recommend we do it too, it helps to meet funding guidelines for completers. Certificates are being completed now but data is not being reported to Chancellor because the certificates are not Chancellor Office approved. We don't auto-award certificates or degrees, but other colleges in our region automatically issue certificates and degrees. Discussed potential issues with financial aid and education plans. Suggestion for non-credit courses on transcript, these may also be applied toward success rates. Strong Workforce has focus on non-credit, we can address it through auto-awarding. There would need to be process and structural changes on campus if we auto-awarded certificates or degrees; we can visit other campuses to see how they were successful and problems they had with auto-awarding. Certificate application forms are available from Counseling office, A&R, and online.

Final call for nominations for senate election:
Vice-President: Claude Oliver
Secretary: Julia Wendt, Leslie Huiner
Treasurer: David Gibbs, Troy Kuhns, Jackie Augustine
Area Reps Science Building (2): Richard Cerreto, David Gibbs
Area Reps Liberal Arts Building (2): Tracy Davis, Patty Golder
Area Reps Advanced Technology Building (2): Peter Francev, Tim Adell
Area Rep CTE (1):
Area Reps Library and Counseling (2): Jacqueline Stahlke, Kelley Beach
Area Reps Allied Health (2): Michael Haines
Area Reps Performing Arts (1): Ed Heaberlin

Area Rep Academic Commons (1): Ed Burg
Area Rep Kinesiology (1): Debby Blanchard
Area Rep Public Safety Training Center (1): Scott Jones
Area Reps At-Large (2): Michael Butros, Peter Francev
Area Reps Adjunct Faculty (3): Leontine Jefferies, Glenn Akers, Bryan Asdel, Freddi Gold

3.2   Secretary, Leslie Huiner – no report
3.3   Treasurer, Steve Toner - $51 in donations today, net worth $169.16. Sent email follow-up from last week's instructional technology forum. Invitation to participate on writing team for the instructional technology part of the technology master plan, meeting Friday, April 20.
3.4   Past President, Claude Oliver

4. Senate Representative Reports

4.1   Adjunct Faculty Representative Reports – Glenn Akers, Leontine Jefferies, Bryan Asdel – Akers – Tax question about deducting mileage for traveling between work sites. Jefferies - Continued concern about smoking here and on Hesperia campus. Students parking in faculty spots still a problem; proposed solution would be to paint faculty/staff on each spot. Discussion on lack of faculty parking near the Performing Arts Center.

4.2   Area Representatives – Dave Gibbs- Discussed email from Keenan that we're responsible for student safety if a student pulls out a knife, it was sent out by the dean, was based on a Supreme Court case.

5. Committee Reports or Special Reports

5.1   Instructional Program Review Committee (IPRC) – Julia Wendt
5.2   Honors Program – Tim Adell
5.3   Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Directed to bring SLO Handbook and ILO report, she has copies if anyone would like to help edit. Will come to senate council for a first read. On track to do what we need to do and will continue with information we got from Jan Espinoza and Dave Gibbs for the PLO report.
5.4   Curriculum Committee – Debby Blanchard – Added meeting on June 5, there are three meetings in May and one in April. Need to get updated courses for certificates and revised certificates submitted for June 5 meeting. Any new course, degree or certificate will have an additional approval step for SLOAC chair; review of SLOs and PLOs will go to the SLO committee for approval or denial. Discussion on approval path in Curricunet. Certificate under 18-units is a "certificate of career preparation" until it is approved by the Chancellor's Office. For LMI data, contact Scott Jones.
5.5   Basic Skills Committee – Patty Golder – First level interviews for full time BSKL hire will be July 17-18, final interview on 19th. Have been working with Dean Herb English to get money equitably applied. Need an all-call for a counselor. She will be writing non-credit curriculum in case BSKL goes to non-credit or adult ed. Worked on disaggregation for BSKL 3.
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 – Mike McCracken – Met March 15 with new VP Engelsen, looking at less invasive process for veteran's spouses in priority registration block, on-boarding for EAB delayed, have a nice spring break.
6.4   Distance Education Advisory Committee – Tracy Davis – DE Academy tomorrow, workshops on ADA and regular effective contact, contract workshop on current contract language for CTA and AFT, discussion on certification, and discussion on Canvas.
6.5   College Council – Jessica Gibbs/Lee Bennett – It was a short meeting, reviewed BOT agenda.
6.6   Technology Committee – Steve Toner – Per Michael Butros, glitch with network and demonstration at technology forum, but it was well-attended.
6.7   Other

7. Public Comments

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

8. Adjournment

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