

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, April 7, 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	X	Bennett, Lee		Rubayi, Khalid	Bonato, Anthony
KIN	X	Blanchard, Debra			Burg, Ed
Science	X	Cerreto, Richard		Executive Officers	Butros, Michael
LA		Ellis, Lisa		Oliver, C., President	Golder, Patty
Science		Harvey, Lisa	X	Davis, T., Past-President	Jones, Scott
PAC	X	Heaberlin, Ed	X	Gibbs, J., Vice-President	Visser, Sandy
AC	X	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	Hardy, Karen
ALDH		Speakman, Jeanine	X	Armstrong, Leontine	Kingman, Kelley
LA	X	Tomlin, Karen	X	Reveron, Rosyli	Ledesma, Abigail
ALDH		Truelove, Terry			Soto, Jacqueline
					Soto, Maria

Called to order at 3:36p.m.

Additions and Revisions to the Agenda

1. Action/Information Items

- 1.1 Action: Academic Senate Minutes 03/03/2016 (Blanchard, Butros) **Y**
- 1.2 AP 6332 Travel – 2nd Reading (Butros, Blanchard) **Y**
- 1.3 VVC Sample Syllabus – 1st Reading – Reviewed, faculty driven, includes essential elements and recommended items, format can be modified, not required but will take the place of the syllabus template sent out by the deans' offices.
- 1.4 VVC Sample Syllabus: Distance Education Courses – 1st Reading – Reviewed. Differences on second page for regular effective contact, definition of DE no-show students, last day of attendance.
- 1.5 “CTE Course Articulation Secondary School to Victor Valley College” Board Policy – 1st Reading – Lee Bennett explained and reviewed; includes 28 classes that are entry level and serve as a prerequisite for other courses, does not include CSU transferable courses.
- 1.6 Information: Curriculum Committee Minutes 02/25/2016, 03/10/2016

2. President's Report and Announcements

- 2.1 Update on Accreditation due January 2017 – Steering committee has been meeting Fridays, standards writing teams have also been meeting as groups. Reviewing master timeline tomorrow to establish calendar. Updates from standards members were provided.
- 2.2 Upcoming Academic Senate Spring Election – Final call for nominations for officers and senate reps. Nominations for Area Representatives: Science: Butros, Cerreto; ATC: Adell; Liberal Arts: Tomlin, Golder, if needed; Vocational: Bennett, if needed; Library & Counseling: Alstadt, McCracken; Academic Commons: Burg; Performing Arts Center: Heaberlin; Kinesiology: Blanchard; RPSTC: Jones; Allied Health: vacant; At-Large: Francev, Gibbs, D.; Adjunct: Akers, Armstrong, Reveron. Nominations for officers: Vice President: Bennett, Golder; Secretary: Huiner; Treasurer: Toner. Discussion on approving by acclamation the nominees who are running unopposed, but quorum not present.
- 2.3 Holding off on the AS Resolution on Data Reporting for Academic and Career Technical Education at Victor Valley College – Superintendent/President and VPI want to resolve issue.
- 2.4 Other

3. Executive Officer's Reports

- 3.1 Vice President, Jessica Gibbs – No report
- 3.2 Secretary, Leslie Huiner – No report

- 3.3 Treasurer, Steve Toner –\$47 collected food money, \$137 balance
- 3.4 Past President, Tracy Davis - Waitlist guidelines documents for students and faculty on May agenda

4. Senate Representative Reports

- 4.1 Adjunct Faculty Representative Reports – Glenn Akers, Leontine Armstrong, Rosyli Reveron Akers - Adjunct having spirited conversation about a *U.S. News & World Report* list of best community colleges on graduation and transfer rates, ours was near the bottom under 10%. Discussion on data, students’ goals, other variables that affect the rates.
- 4.2 Area Representatives
Mike McCracken – Confirmation from counselors they want to resurrect the technology and infrastructure resolution, will bring latest draft to senate, would like it to be on agenda next month.

5. Committee Reports or Special Reports

- 5.1 Instructional Program Review Committee (IPRC) – Jessica Gibbs – Completed initial consultation with Nuventive about the new template that included feedback from department chairs and deans, they said what we wanted to do was more advanced but do-able, conference call next Thursday, however, timeline is already getting pushed back, just now starting to build the template, will report more when we see where we are.
- 5.2 Honors Program – Tim Adell –Three VVC students presented at Honors Transfer Council conference 2 weeks ago. Two of the presentations were recorded, will get them up on the web site.
- 5.3 Student Learning Outcomes and Assessment Committee (SLOAC) – Patty Golder – Following IPRC’s lead on TracDat assessment roll-out and hope to have implemented soon. Worked with volunteers Paul Toning/CIS and Steve Toner/Math to pilot electronic submission of SLO results in TracDat. Required to move to it because need disaggregated data for accreditation. Will make videos to show how to submit in TracDat.
- 5.4 Curriculum Committee – Debby Blanchard – 2 important issues: statewide Academic Senate report responded to CTE request that it took too long to get curriculum through approval process; ours is faster than the 6-month average, it also takes time for approvals at Chancellor’s Office. If you update a course and it affects a certificate, you are supposed to update the certificate, but it hasn’t been happening; haven’t talked to committee yet, but think that when we approve course in committee, area reps could copy the certificate, make the change and then not launch it but send email to department chair, need to develop a process, may need similar process for prerequisites. Technology Assessment Committee and Curriculum Committee are reviewing new CurricuNet program “Meta.”
- 5.5 Basic Skills Committee –
- 5.6 Other
Scott Jones/CTE Liaison for Academic Senate – Chancellor’s Office updated requirements for 18+ unit CTE certificates and ADTs, require a lot more information, market data, labor demands, advisory committee minutes with specific language; we had 2 certificates denied by Chancellor’s Office. New “Program and Course Approval Handbook” (PACAH) is coming out. Sandy Visser attended CTE conference in Napa. Jones will be attending CTE conference in May.

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 – College Council approved new block for priority registration for spouses of disabled veterans who have disability beyond 50%, priority given at 2B, equates to same level as Bridge and CalWorks students. Estimate as high as 90 students affected, but realistically 30-50 students.
- 6.4 Distance Education Advisory Committee – Tracy Davis – DE Academy April 29, 8-3:30pm, flyer and registration link sent out. Took survey results after fall DE academy to heart, workshops will focus on gradebook function, in-house presenters, best practices, Blackboard workshop, prizes and food paid for by Blackboard. Attending statewide Academic Senate online education conference at Glendale College this weekend. In terms of DE issues that are related to accreditation, we are in good shape. Online teaching conference in San Diego in June, VPI Peter Maphumulo may be willing to pay for people to attend. If you are told to convert DE classes to face-to-face classes with

no explanation, please notify Davis; there have been some cases where DE classes that fill are being converted with no rationale.

- 6.5 College Council – Claude Oliver – Per J. Gibbs, presentation from AGNR about articulating courses with high schools; dual enrollment applications; Institutional Effectiveness Partnership Initiative reports aspirational goals to Chancellor’s Office related to fiscal, student success, etc. Report hopes to get institutions talking about successes and weakness, looking at data for areas of improvement, it’s due June 15 every year; last year Research Office reported aspirations without any input from campus constituencies, this year brought to College Council. Faculty will have opportunity to provide feedback on goals, don’t know if it will be at senate or a task force. No consequence if you don’t meet goal, just required to report them to Chancellor in hopes that it stimulates college-wide discussion.
- 6.6 Technology Committee – Tracy Davis, Steve Toner – Trouble getting minutes and agendas out, hoping it will get better, working on it. Subcommittee looking at Technology Master Plan, it’s in early formative process, looking at guiding principles, #1 is that technology is here to serve students.
- 6.7 Other –

7. Public Comments

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

May 6 - Showcase for student success open to everyone, sponsored by STEM, on campus, 10am-2pm

May 5 – Dr. Penelope Boston, top NASA scientist, will talk about Mission to Mars, in the PAC

June 3-4, Dance show in the PAC

May 26 to June 5 - “To Kill a Mockingbird” in Blackbox Theatre, children welcome

8. Adjournment