

**VVC Academic Senate Meeting**  
**APPROVED MINUTES**  
 Thursday, June 3, 2010  
 Administration Services Bldg., Room 8, 3:30 p.m.

Area		Area Representative		At-Large Area Representative	Members
1		Contreras, Fernando		Allan, Peter	Adell, Tim
1	X	McCracken, Mike	X	Huiner, Leslie	Ellis, Lisa
2		Burg, Ed			Golder, Patty
2	X	Hollomon, Dave		<b>Executive Officers</b>	Golliher, Carol
3	X	Davis, Tracy	X	Blanchard, D., President	Hendrickson, Brian
3	X	Heaberlin, Ed	X	Harvey, L., Vice-President	James, Pam
3	X	Malone, Patrick	X	Huiner, L., Sec./Treasurer	Johnston, Benn
4	X	Cerreto, Richard	X	Menser, G., Past-President	Jones, Scott
4	X	Harvey, Lisa			Mayer, Peggy
5		Truelove, Terry		<b>Part-time Faculty Representative</b>	Rubayi, Khalid
6	X	Basha, Claudia		Akers, Glenn	Skuster, Marc
6	X	Ruiz, Maria	X	Elsmore, Cheryl	Tillman, Susan
6	X	Smith, Mike			Tomlin, Karen
7		Slade, Neville			Toner, Steve
7	X	Visser, Mike			Young, Henry

**Additions and Revisions to the Agenda**

Called to order at 3:35p.m.

**1. Action Items**

- 1.1 Approval: May 6, 2010 minutes Y
- 1.2 Approval: Curriculum Committee Actions Y
- 1.3 Curriculum Course Definitions (Davis, Basha) TABLED
- 1.4 1<sup>st</sup> Reading: Amend Constitution for Voting Timeline (Davis, Ellis) Bring back for 2<sup>nd</sup> reading in fall semester. Add description for electronic voting. Y
- 1.5 1<sup>st</sup> Reading: AP 3720(b) Email use policy. No vote, bring back for 2<sup>nd</sup> reading in the fall.
- 1.6 2<sup>nd</sup> Reading: AP 3440 – Course Adjustment of Graduation Requirement. Approved as corrected Y
- 1.7 2<sup>nd</sup> Reading: Graduation Requirement – Global Citizenship Y
- 1.8 Drop Dates – 60% of semester (Replacing 66%) (Davis, Cerreto) Y

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

- 2.1 Evaluation of Program Review – Concern about whether or not administration is using program review to determine budget process and decision making. Fill out questionnaire and return to K.Rubayi for accreditation report. Suggestion to add evaluation form to the PRAISE template.
- 2.2 SLO Assessment – Many classes/programs are doing assessments, SLO Coordinator creating an assessment website to show examples of how we do assessment. Training on rubric development for assessment to be offered in the fall.
- 2.3 Title 5 Retake Policy – Change to Title 5. Curricunet has 0 repeatability option now and Instruction Office is updating Datatel.
- 2.4 Other – D. Blanchard has served for 12 years as senate representative to Board of Trustees, duty will now be handled by L. Harvey.

**3. Executive Officer's Reports**

- 3.1 Past President, Gary Menser – No report.
- 3.2 Vice President, Lisa Harvey – Reported above.
- 3.3 Secretary / Treasurer, Leslie Huiner – Treasurer's report carryover \$49 to next fiscal year.
- 3.4 Part-time Representative Report -- Elsmore: Antelope Valley College students rent text books. Akers: attended solar power plant ceremony, serving as faculty sponsor of student "Green Club."

**4. Senate Representative Reports**

5. **Committee Reports or Special Reports**

- 5.1 Program Review Committee – Khalid Rubayi – Send PR evaluation surveys to K. Rubayi.
- 5.2 Graduation Requirements Committee – Pam James – Reported above.
- 5.3 Basic Skills Committee – Carol Gollither – Waiting to hear about facilitator, at that time will reactivate committee.
- 5.4 Honors Program – Tim Adell – “Building Bridges” abstracts from Irvine conference available, 5 of our students presented. Writing contest awards ceremony this Saturday.
- 5.5 SLO Coordinator Report – Lisa Harvey – Reported above.
- 5.6 Curriculum Committee – Debby Blanchard -- Reported above.
- 5.7 Study Abroad Committee – Dino Bozonelos – No report.
- 5.8 Online Program Committee – Henry Young – Assessment survey for online learners will be placed on VVC website and WebAdvisor by June. Not a prerequisite or requirement. Evaluating “Echo360” program.
- 5.9 Academic Senate Allocations Committee – Peter Allan -- No report.
- 5.10 Foundation Report – Peter Allan -- No report.

6. **Shared Governance Reports**

- 6.1 Technology Committee – Khalid Rubayi -- Working on a policy for software and equipment standardization on campus. Network security and technology plan in preparation for accreditation.
- 6.2 Institutional Effectiveness Committee – Marc Skuster – Per AP1202, using a rubric to evaluate program review effectiveness.
- 6.3 Facilities Committee – Dave Hollomon – Projects include parking, new standardized signage on campus, main gym will have HVAC upgrade, other building improvements and campus beautification project to reduce water use and turf, maintenance, drought tolerant and beautification, starting with front of campus. Funded from bond money.
- 6.4 Safety & Security Committee – Tracy Davis, Scott Jones – Proposals for contract language re: committee. Safety considerations for proposed Silverado campus.
- 6.5 Finance & Budget Committee – Peter Allan -- No report.
- 6.6 College Council – Debby Blanchard -- No report.
- 6.7 Sustainability Committee – No report.
- 6.8 Diversity Committee – Sherri Pierce -- No report.
- 6.9 Staff Development Committee – Greg Jones -- No report.

7. **Adjournment**

Meeting adjourned at 5:15 p.m.