

VVC Academic Senate Meeting

APPROVED MINUTES

Thursday, November 4, 2010

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

Area		Area Representative		At-Large Area Representative	Members
Science	X	Cerreto, Richard	X	Allan, Peter (D. Hollomon, proxy)	Adell, Tim
ALDH	X	Cline, Diane		Cole, Chris	Basha, Claudia
C&L	X	Contreras, Fernando			Bozonelos, Dino
Science	X	Ellis, Lisa		Executive Officers	Burg, Ed
LA	X	Golder, Patty	X	Harvey, L., President	Fields, Ron
ATC	X	Malone, Patrick	X	Davis, T., Vice-President	Golliher, Carol
C&L	X	McCracken, Mike	X	Huiner, L., Sec./Treasurer	Heaberlin, Ed
PAC		Mirci-Smith, T.	X	Blanchard, D., Past-President	James, Pam
ATC	X	Ruiz, Maria			Jennings, Patty
Voc.		Sweet, John		Part-time Faculty Representative	Jones, Greg
LA	X	Toner, Stephen	X	Akers, Glenn	Miller, Thomas
ALDH		Truelove, Terry	X	Elsmore, Cheryl	Rubayi, Khalid
Voc.	X	Visser, Mike			Skuster, Marc
Ac. Com.		Young, Henry			Tonning, Paul
PE					Guests
					Tashima, Jaye

Called to order 3:31pm

Additions and Revisions to the Agenda

Motion (Blanchard, Huiner) Move 2.1 to top of agenda: Special Guest Jaye Tashima, Student Discipline Policy – Discussion on due process, handout “Student Discipline Procedures,” faculty/student complaint form is accessible on Student Services web page. Classroom management is not a discipline problem. Cannot fail or drop a student for cheating on an assignment. Faculty can send recommended updates on policy to J. Tashima.

1. Action Items

- 1.1 Approval: October 7, 2010 minutes (Davis, Blanchard) **Y**
- 1.2 Approval: Curriculum Committee Actions for 10/14/2010 (Blanchard, Golder) **Y**
- 1.3 Resolution: Academic Senate Role on Hiring Committees (Davis, Golder) Comment: No student services faculty representative on current presidential hiring committee. **Y**
- 1.4 1st Reading: AP 1200 Review of District Vision, Values, Mission & Goals (Golder, Elsmore) Send comments and suggestions for revisions to Senate executive team. APs/BPs will be on December senate agenda for 2nd readings.
- 1.5 1st Reading: AP ... District Vehicle Use (Blanchard, Bozonelos) Comment: local entity wants to donate solar power vehicles to district.
- 1.6 1st Reading: BP 3250 Institutional Planning (Blanchard, Visser)
- 1.7 1st Reading: BP 6200 Budget Preparation (Elsmore, Golder)
- 1.8 1st Reading: BP 6320 Investments (Davis, Golder)
- 1.9 1st Reading: BP 6340 Contracts (Golder, Malone)
- 1.10 1st Reading: BP 6620 Naming of Buildings (Jennings, Golder)
- 1.11 1st Reading: BP 6700 Civic Center and Other Facilities Use (Davis, Blanchard)
- 1.12 2nd Reading: AP 3720(b) Email Use Policy (Heaberlin, Ellis) **Y**
- 1.13 2nd Reading: AP 6521 Key Issue and Loss Administrative Procedure (Jennings, McCracken) **N**
- 1.14 2nd Reading: Amend Constitution for Voting Timeline (Golder, McCracken) Elsmore opposed to Article IV, Section 1, only full-time faculty vote for executive officers and area representatives. Concern about electronic voting, need for policy related to online voting. **Y**

2. President’s Report and Announcements

- 2.1 Special Guest Jaye Tashima, Student Discipline Policy – Moved to top of agenda.
- 2.2 Accreditation – Committee chairs meeting and reviewing drafts.
- 2.3 Presidential Search Committee Update – See resolution above.

3. Executive Officer’s Reports

- 3.1 Past President, Debby Blanchard – Accreditation.

- 3.2 Vice President, Tracy Davis – Thanks for volunteering for hiring committees. Updating committee lists.
- 3.3 Secretary / Treasurer, Leslie Huiner – \$62 food collection.
- 3.4 Part-time Representative Report – Elsmore – Comment about late schedules, late assignments of classes.

4. **Senate Representative Reports**

5. **Committee Reports or Special Reports**

- 5.1 Program Review Committee –
- 5.2 Graduation Requirements Committee – Pam James – American Institutions graduation requirement will go to Curriculum Committee for approval, to Senate in December.
- 5.3 Basic Skills Committee – Carol Golliver – Basic Skills Facilitator has been appointed, adjunct faculty member. Two full time faculty members applied for position.
- 5.4 Honors Program – Tim Adell
- 5.5 SLO Coordinator Report – Lisa Harvey – Send information about assessments for accreditation purposes.
- 5.6 Curriculum Committee – Debby Blanchard – Committee is working hard.
- 5.7 Study Abroad Committee – Dino Bozonelos – Model UN students placed 2nd at conference. Met with Lebanese ambassador. Tour of congress with Jerry Lewis and participated in rally. Santa Barbara conference this weekend with T. Adell. For study abroad, has met with various representatives: California State and University of California; and will be meeting with VPI and Fin. Aid re: funding for students who wish to go abroad.
- 5.8 Online Program Committee – Henry Young
- 5.9 Academic Senate Allocations Committee – Peter Allan
- 5.10 Foundation Report – Peter Allan

6. **Shared Governance Reports**

- 6.1 Technology Committee – Khalid Rubayi – Email policy approved above. Microsoft transition in January, equipment upgrades in next few weeks, planned network outages, Outlook trainings will be held on campus. Known issues with GroupWise email outages on daily basis. Data will be archived and saved. Long term cost savings with transition.
- 6.2 Institutional Effectiveness Committee – Marc Skuster – Discussed ARCC data submitted to Chancellor's Office, college performance indicators. Campus climate survey results should be sent out this week on email and on IE web site.
- 6.3 Facilities Committee – Dave Hollomon – Nine more parking spots in front of Science Building. Eight areas requested use of Academic Commons, will determine criteria for allocating the space. Facilities use survey for classrooms. Tom Miller commented on the completion of how classrooms are used and what faculty need (such as a smart classroom, etc). Also, what are the preferred 'modalities' for faculty in their rooms.
- 6.4 Safety & Security Committee – Dave Oleson
- 6.5 Finance & Budget Committee – Peter Allan
- 6.6 College Council – Debby Blanchard -- Has been reviewing policies and procedures.
- 6.7 Diversity Committee – Sherri Pierce – Will be looking at educational presentations.
- 6.8 Staff Development Committee – Greg Jones – Looking at complaints of only offering \$300 for SD opportunities; possible stipends for facilitating or attending SD workshops. January – possible events for bringing faculty together, such as Museum of Tolerance. Discussion of more faculty interaction through facilitating workshops, as has been done at other colleges. Reminder that activities must directly tie into VVC staff, not community involvement.

7. **Adjournment**

Meeting adjourned at 5:29p.m.