

VVC Academic Senate Meeting
APPROVED MINUTES
 Thursday, December 3, 2009
 Administration Building Room 8, 3:30 p.m.

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

Called to order: 3:39pm

Additions and Revisions to the Agenda

1. Action Items

- 1.1 Approval: November 5, 2009 minutes **Y**
- 1.2 Approval: Curriculum Committee Actions **Y**
- 1.3 1st Reading: Advanced Placement Test Equivalencies (Davis, McCracken) Revised version distributed. Last updated in 1992. Approved at 1st reading **Y**
- 1.4 1st Reading Equivalency Policy – Discussed alternative for combined work experience & coursework for vocational only: 45 units w/8 yrs. experience; 30 units w/10 yrs. experience; 15 units w/12 yrs. experience; 0-14 units w/15 yrs. experience. Policy will be on March agenda for 2nd reading.
- 1.5 AP 1201 Shared Governance Structure & Responsibilities (Harvey, M. Visser) Change in committee charge. **Y**
- 1.6 AP 1202 Implementing Institutional Effectiveness (Davis, Ruiz) Approved as corrected. Skuster will take change back to Institutional Effectiveness Committee. **Y**

2. President's Report and Announcements

- 2.1 Drop Dates – Current drop date is 66% into semester, suggestion that date be changed to 60% of semester.
- 2.2 Accreditation – Blanchard & Harvey to meet with O'Hearn; Instruction Office wants Senate recommendation for faculty to serve on standard teams. Accreditation in March 2011.
- 2.3 Area Representatives – Reviewed the area rep. list created by VVCFA. Elections will be held next spring. Will be action item for March senate agenda.
- 2.4 Other – Legal opinion from Chancellor's Office on catalog rights distributed to faculty via email; committee being formed to consider local policy. Question on how federal stimulus money was allocated at VVC. Update on CB 21 coding for classes on ARCC report; re-coding needs to be done immediately, report due to Chancellor's Office in March 2010. Program review – date extended to Feb. 19, 2010. Note: a lot of the information required for PRAISE reports (ie – budget history, spreadsheet) have not yet been provided by administration. Use of facilities during winter session for non-credit courses involve people unknown to full-time faculty, concern about damage to equipment, supplies and technology. Spring schedule may not be printed; senate reps. request that district publish a schedule, Blanchard to report at Dec. BOT.

3. Executive Officer's Reports

- 3.1 Past President, Gary Menser – No report.
- 3.2 Vice President, Lisa Harvey – Report on statewide Academic Senate Fall Plenary session.
- 3.3 Secretary / Treasurer, Leslie Huiner – Collection for food money \$75
- 3.4 Part-time Representative Report – No report.

4. Senate Representative Reports

5. Committee Reports or Special Reports

- 5.1 Program Review Committee – Khalid Rubayi – Date extended to 2/19/2010.
- 5.2 Blackboard Committee – Peter Allan – VVCFA filed grievance against restricting faculty from the ability to copy their own courses in the Blackboard system.
- 5.3 Online Program Committee – Henry Young – Survey will be included in accreditation report. Discussion on using the survey as a precursor for students who enroll in online classes.
- 5.4 Academic Senate Allocations Committee – Peter Allan – Mtg. next week for 2009-2010 budget.
- 5.5 Foundation Report – Peter Allan –
- 5.6 Graduation Requirements Committee – Pam James – Planning to bring Global Citizenship back for Senate approval in spring.
- 5.7 Honors Program – Tim Adell – HTCC anthology published in spring will feature work by 5 VVC students.
- 5.8 SLO Coordinator Report – Lisa Harvey – Thanks for faculty input on assessment request.
- 5.9 Basic Skills Committee – Carol Gollhofer – Have not met.
- 5.10 Curriculum Committee – Debby Blanchard – Meeting twice next week.
- 5.11 Study Abroad Committee – Dino Bozonelos – No report.

6. Shared Governance Reports

- 6.1 Finance & Budget Committee – Peter Allan – No report.
- 6.2 Safety & Security Committee – Tracy Davis, Scott Jones – Two committees still operating.
- 6.3 Facilities Committee – Dave Hollomon – Carpet replacements, roof repairs planned; meeting notes were sent to faculty.
- 6.4 Institutional Effectiveness Committee – Marc Skuster – AP 1202 outcomes approved above will be used for annual report that will come out at the end of the year. Working on ARCC draft report for next year. Malone appointed.
- 6.5 Technology Committee – Khalid Rubayi – No progress on blocked web sites. Reviewing priority recommendations from PlanNet, MIS issues being addressed. Working on voicemail policy.
- 6.6 College Council – Debby Blanchard – Passed registered sex offender policy. Passed AP 3720 Computer Use Policy.
- 6.7 Sustainability Committee – David Gibbs – Per Harvey, starting to follow plan put together last year; there are now 2 sustainability committees.
- 6.8 Diversity Committee – Martha Vila – No report.
- 6.9 Staff Development Committee – Per Blanchard, looking for new committee members, send interest to Harvey. Heaberlin appointed.

7. Adjournment – 5:10pm