

**VVC Academic Senate Meeting**  
**APPROVED MINUTES**  
 Thursday, March 5, 2009  
 Administration Building Room 8, 3:30 p.m.

Area		Area Representative		At-Large Area Representative	Members / Guests
1	X	Contreras, Fernando	X	Allan, Peter	Adell, Tim
1	X	McCracken, Mike	X	Huiner, Leslie	Butros, Michael
2	X	Burg, Ed			James, Pam
2	X	Hollomon, Dave		<b>Executive Officers</b>	Johns, Meredith
3	X	Davis, Tracy	X	Blanchard, D., President	Jones, Scott
3		Heaberlin, Ed	X	Harvey, L., Vice-President	Skuster, Marc
3	X	Malone, Patrick	X	Huiner, L., Sec./Treasurer	Tomlin, Karen
4	X	Cerreto, Richard	X	Menser, G., Past-President	Young, Henry
4	X	Harvey, Lisa			
5		Truelove, Terry		<b>Part-time Faculty Rep.</b>	
6		Basha, Claudia		Akers, Glenn	
6		Ruiz, Maria	X	Elsmore, Cheryl	
6		Smith, Mike			
7		Slade, Neville			
7		Visser, Mike			

Called to order 3:35pm.

Special Guest from Academic Senate for California Community Colleges Executive Committee: Wheeler North, Area D Representative from San Diego Miramar College. Discussion: role of Senate; upcoming institutes on accreditation, vocational leadership, faculty leadership and curriculum. Current hot topics: accreditation and statewide fiscal problems; student success related to assessment and prerequisites. More information is available at Academic Senate website at [www.asccc.org](http://www.asccc.org)

**Additions and Revisions to the Agenda**

Moved 4.3 Senate Budget Committee and 4.4 Foundation Report up on the agenda. Added 4.16 Environmental Health and Safety Committee to committee reports.

**1. Action Items**

- 1.1 Approval of Dec. 4, 2008 minutes (Menser, Davis) Y
- 1.2 Committee name change: (Allan, Hollomon) Y  
 "Senate Budget Committee" to "Academic Senate Allocations Committee"

**REVISED: 4.3 & 4.4 Reports**

4.3 Senate Budget Committee -- Allan reported on Finance & Budget Committee meeting. By 2011-2012 need \$1.25 million budget savings to balance budget. District proposed mandatory 10% cut to 4000s and 5000s next fiscal year; budgeting forms have department average for past three years, to be cut by 10%. Guaranteed investment fund (GIC) will be reinvested or put into reserves when COPS are paid off this year. Faculty recommended budget development driven by program review. Discussion: potential impact of program discontinuance to save money; need to increase revenue; instructional supply cuts have minimal impact on budget but large impact on student learning.

4.4 Foundation Report -- Allan reported special deal for President's Circle for \$750 /year. Dino Bozonelos and students presented on Model UN at today's President's Circle meeting. Allan has been asked to write a column on what foundation means to faculty, he would like faculty input.

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

- 2.1 Accreditation Report – VVC hosted an accreditation workshop on campus Feb. 27 presented by ACCJC Vice President Jack Pond. New concern is with authentication of students in distance education courses. Discussion: idea of online orientation pre-req. for online classes.
- 2.2 AP 1202 “Implementing Institutional Effectiveness” – Currently postponed at the College Council until Senate reps. get feedback from committees directly involved (Academic Senate Allocations Committee “ASAC”, Program Review, Institutional Effectiveness Committee “IEC”.) Send feedback to Blanchard. Discussion: suggestion from area 3; concern about workload and costs related to data; IEC working group meets weekly; suggest that all committee documents be made available through Novell “Team.vvc.edu” website, and be made openly available to all employees; no direct web link to team.vvc.edu easily accessible from VVC website.
- 2.3 AP 4000 “Sustaining Standards of Educational Excellence” and BP 4000 “Standards of Educational Excellence” — Skuster: review changes to AP 4000 and suggest changes. Will be first reading action item at April meeting; email Skuster and Harvey with recommendations, after Senate approval it will go back to IEC.
- 2.4 Synergy 2.0 :: STAR Initiative – Distributed yellow plastic STARS from Dr. Silverman. Seeking faculty feedback, please email Blanchard.
- 2.5 New PRAISE Process – Zero-based Budgeting – District originally proposed zero-based budget, but this changed to the 10% cut to 4000s and 5000s discussed by Allan above.

## **3. Executive Officer's Reports**

- 3.1 Past President, Gary Menser -- VVCFA bargaining update.
- 3.2 Vice President, Lisa Harvey
- 3.3 Secretary / Treasurer, Leslie Huiner – Collected \$62 for food money
- 3.4 Part-time Representative Report – Elsmore question on scheduling of classes that overlap times; students can petition to attend both, but faculty don't have to agree to it. Question on parking update, VVCFA is working on it. Still concerned about associate participation on committees.

## **4. Committee Reports or Special Reports**

- 4.1 Study Abroad Committee – Dino Bozonelos – Fundraising for New York conference, students will meet with Oman Ambassador.
- 4.2 Model United Nations – Dino Bozonelos -- Slade and Bozonelos planning 3-week trip to Costa Rica to teach AGNR & POLS classes, contract not in place yet.
- 4.3 Senate Budget Committee – Peter Allan – Reported above.
- 4.4 Foundation Report – Peter Allan – Reported above.
- 4.5 Program Review – Khalid Rubayi – No report.
- 4.6 Technology Committee – Khalid Rubayi – No report.
- 4.7 Institutional Effectiveness Committee – Lisa Harvey -- Discussed AP 1202 and AP 4000, waiting for ASAC to align the plan to budget augmentation process.
- 4.8 Basic Skills – Carol Gollither – No report. Haven't met per Elsmore.
- 4.9 Curriculum Committee – Richard Cerreto – Most beta testing glitches taken care of; AUTO had 72 or 73 classes approved. For updated courses that have not been launched, faculty need to contact their curriculum area rep. Fill out forms completely (ie – textbooks, assignments, etc.) Email notification system will be turned back on.

- 4.10 Honors – Tim Adell – Added more classes each semester; Adell will be pleading with faculty for new Honors classes. Last week sent 6 presenters and 15 students to the Honors conference. Adell is editing the Honors anthology and VVC will have 6 student papers in the anthology, contact him for a copy.
- 4.11 Graduation Requirements – Pam James – No report.
- 4.12 Online Program – Henry Young – Former committee membership included Butros, Davis, Adell, Gollither, Skuster, Smith – do you still want to participate on committee? Meredith Johns and Valery Frangelica are part-time reps. interested in participating. Young will be establishing a meeting schedule.
- 4.13 Sustainability Committee – Lisa Harvey – Climate action plan driven by President’s Climate Committee, send ideas for increasing sustainability (decrease carbon footprint, student projects, long term goals to 2020 when we become carbon neutral campus.) Outside sustainability group will be visiting campus to provide ideas. Action plan will be taken to College Council.
- 4.14 Student Learning Assessment Committee – Marc Skuster – No report
- 4.15 College Council – Debby Blanchard
- 4.16 Environmental Health and Safety Committee – Scott Jones -- Developing disaster plan, Jones wants faculty input to plan, he will bring it to Senate for review.

5. **Senate Representative Reports**

6. **Adjournment**

Adjourned at 5:08 pm.