**Ventura College Academic Senate**  
**Minutes**

**Thursday, January 17, 2019**

**3:30-5:00pm**

**Multidiscipline Center West (MCW) – 312**

I. Call to Order at 3:32pm. The following senators were present:

Division: Visual Arts, Behavioral and Social Sciences and Languages

Bill Hendricks (BH)

Division: Health, Kinesiology, Athletics and Performing Arts

Brent Wilson (BW)

Mary McDonough-Giles (MMG)

Division: Sciences   
Kammy Algiers (KA)   
Cari Lange (CL)   
Erin Brocker (EB) --absent

Hugh O’Neill (HON)

Division: English, Math & Learning Resources   
Gabe Arquilevich (GA)  
Chris Frederick (CF)

Jaclyn Walker (JW)  
Donna Beatty (DB)

Division: Career Education

Roxanne Forde (RF)  
Deanna Hall (DH)

Laura Woyach (LW)

Division: Student Services   
Paula Munoz (PM)

Gema Sanchez (GS)

Yia Vang (YV) 

Curriculum Committee Liaison

Michael Bowen (MB)

Senate Executive Team   
Lydia Morales (President) (LM)

Philip Clinton (Vice-President) (PC)

Colleen Coffey (Secretary) (CC)

Stephanie Branca (Treasurer) (SB)

II. Public Comments

III. Acknowledgement of Guests: Kim Hoffmans, Sandra Melton, Gabriela Wood, Crystal Kallik

IV. Informational Items

a. Release time for new nursing hires- (Sandra Melton @ 3:30 7 mins): She talks to the senators about a crisis in the nursing faculty ranks. Nursing is at 50% full-time faculty (5 full-timers). This is not a problem; it’s a crisis. There were 5 resignations in the last 2 semesters. Of the 5 f/t faculty left, one has said that she intends to turn in her resignation at the end of the semester. Admissions had to be limited this semester because of so few faculty. These resignations are due to low salary and unusually heavy workloads. 1.5-2 years is the average stay time for full-time faculty.

Kim Hoffmans is here to present their plan to turn this around: They have developed a plan to offer more mentoring and support. They are planning to offer nursing faculty release time (to take one of their classes out of their load) for their tenure years in order to ease them through the transition. The money to support this financially is coming in part from Strong Workforce monies.

Question about whether MC has had the same difficulty: answer is yes. MC has been two years without a director for their program. Both schools also need a lab tech.

b. Staffing Priorities report: There were 3 that should have been replacements, but now that is being called into question by the Exec Team. Asking whether the FSC wants to move those replacements around and possibly fill the top 3 from the non-replacement ranking? Senators discuss this.

DB: Has an institutional memory of when the FSPC has dealt with both replacement and growth positions.

PM: Wants this to be taken before the BOT so that this is part of the public record. To set forth very clearly what the positions are that VC needs to fill.

SB: Question: We need to be clear next year—at the start of the process—whether replacements will be automatically filled. So that if necessary, those can be ranked also.

c. Guided Pathways (Colleen): All-campus retreat on 2/8. Focus on helping students to find their educational path.

d. Guided Pathways Budget Report: LM reviews this budget with the senators, including some faculty travel that appears un-related to Guided Pathways but was charged to its budget. CL: Concern has for a long time been (and part of the reason that the senate initially voted against taking Guided Pathways monies) that when these monies come from the State they are often misspent. LM offers to check if it was not a mistake.

e. AB19 Report: LM reviews this (there was a handout in the senate packet) with the senate. She will circle back about this issue to let the senators know how the remaining money will be spent.

f. DE best practices (Stephanie Branca): SB reviews this tool with senators. Question about how the tool is being used? Why is there “Reviewer Name” etc. at the top? Senators discuss.

LW: Doesn’t teach online but...she is on a tenure committee and is reviewing an online class. So having this tool is super useful when you’re unsure what makes for a good online class. PM: Anything being used in tenure review should be contractural. No one should be using any tool in this process that is not approved. SB: Disagrees: this is just a tool that can be used or not. There should not be a problem if someone chooses to use it to guide them. CL: Believes that it should be re-titled “Best Practices Guidelines”--all fields being specified as optional. DB: In any event, the person being evaluated should surely know that they are being evaluated on this rubric. KA: Probably we need to add some of this to our AFT contract; that is where these things should live. SB: If you’ve been through the OTCC, you should not be surprised by any of these best practices. Senators further discuss. SB: At DDEAC they are looking at the language which precludes someone evaluating an online class unless they have completed the OTCC or an orientation to Canvas. LM: Does the DE Advisory Group want approval of this? Answer: No, they are looking for feedback specifically. DH: This is a very user-friendly, Cliff-Notes version of all those other documents (that are referenced at the bottom). She sees this as very practical and very useful to remind oneself about what should be in an online course.

g. Online College Committee member 2018-19 Term (Crystal Kallik @ 4:00 5 mins):

LM was asked to confirm VC’s representative to the state for the Online College Committee. Crystal has agreed to do this. Senators ask questions about this 115th college idea. Crystal agrees that there are many questions about this whole idea; she wants to see our college at the table so that we’re getting the information and giving input as these decisions are being made.

h. Marketing opportunities for class promotions for faculty (Patti Blair @ 4:30 7 mins):

Distributes a handout to senators describing the marketing that they have been undertaking at the district level. They are in regular contact with our students through a variety of means—email, social media, etc. She reviews the multiple campaigns and tools that are being used to reach current and prospective students.

V. Action Items

a. Minutes 12/6/18: Motion by BH; 2nd by KA. Discussion: none. Vote: unanimous with 3 abstentions.

b. Approval for Crystal Kallik to participate in the Online College Committee for the 2018 - 19

Term. Motion by RF; 2nd by LW. Discussion: Some discussion about whether we should participate at all given that this 115th college idea is one many of us disagree with. Vote: 12-1-4.

c. Approval of Resolution Re Dual Enrollment: Motion by CMC; 2nd by GA. Discussion: Discussion re: CCAP vs. Dual Enrollment. There is some confusion about what—if anything—is the distinction. Senators agree that the main problem with the program is that the faculty were not made part of the process. CMC rescinds her motion. This will come back at the next meeting with the nomenclature more clearly defined.

Suggestion for revised language: Re: curriculum is strictly in our purview: last paragraph “Senate REQUIRES regular updates from the college...”

For reference, here is a link to the AB from 2016: https://extranet.cccco.edu/Portals/1/Legal/OGC%20WEBSITE/Guidelines-AB\_288\_College\_and\_Career\_Access\_Pathways\_Apportionment\_Eligibility\_Guidelines\_3-11-16.pdf

We need to find the MOU that our district signed so that this can be referenced.

*Meeting adjourned at 5:02pm*

d. Approval of Resolution Re Chancellor Oakley

VI. Discussion Items:

a. Draft of Making Recommendations including Committee Structures

· Professional Development

VII. President’s Report (time certain 4:45)

VIII. Senate Subcommittees/Task Forces/Work Groups Reports

a. CTE liaison report (Deanna Hall)

b. Treasurer’s Report (Stephanie)

c. Curriculum Committee updates (Michael)

d. DE (Colleen)

IX. Announcements for the Good of the Order

· Guided Pathways Retreat February 8th

· Upcoming ASCCC Events

o Jan. 25, Student Learning Outcomes (SLO) Symposium, Santa Ana College

o Feb. 8-9, Building Diversity Summit, Los Angeles

o Feb. 21, Faculty Diversification Regional Meeting, Bakersfield College

o Feb. 21-23, Part-Time Faculty Institute, Newport Beach

o Apr. 11-13, Spring Plenary Session, Millbrae

o Apr. 25-27, Career and Noncredit Institute, San Diego

o Apr. 30-May 3, ACCJC Partners in Excellence, Burlingame (cosponsored by the ASCCC)

o Jun. 13-15, Faculty Leadership Institute, Sacramento

o Jul. 10-13, Curriculum Institute, Burlingame

X. Requests for Future Agenda Items

XI. Adjournment