

Ventura College Academic Senate

Senate Council Minutes

Thursday, February 4, 2021

3:30 - 5:00 pm

Meeting held via Zoom <https://cccconfer.zoom.us/j/94303167532>

Constituency	Representative	Attended
President	Dan Clark	X
Vice President	Preston Pipal	X
Treasurer	Andrea Horigan	X
Secretary	Colleen Coffey	X
Curriculum	Michael Bowen	X
Career Ed: Business, Child Development, Criminal Justice, Allied Health and Nursing (3 Reps)	Deanna Hall	X
	Rachel Johnson	X
	Lazaro Salinas	X
Career Ed: Tech and Workplace Essentials (1 Rep)	Dorothy Farias	X
English, Math, and Communication (5 Reps)	Jaclyn Walker	X
	Chris Frederick	
	Heather Ledwig-Aguailar	X
	Donna Beatty	X
	John Guelcher	X
Health, Kinesiology, Athletics, and Performing Arts (2 Reps)	Nathan Cole	X
	Mary McDonough	X
Library, Languages, Behavioral & Social Sciences, Visual Arts (4 Rep)	Ron Mules	X
	Michael Ward	X
	Bill Hendricks	X
	Linda Kennedy	X
Sciences and Distance Education (3 Reps)	Kammy Algiers	X
	Erin Brocker	X
	Marta De Jesus	X
Self-Nominated Part-Time Faculty	Greg Cooper	X
Student Services (4 Reps)	Paula Munoz	X
	Gema Espinoza Sanchez	Angelica Gonzales for Gema
	Marian Carrasco Nungaray	X
	Marcelino De Cierdo	X

## 1. Call to Order

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1.01 Call to Order at 3:30pm

## 2. Adoption of the agenda.

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2.01 Adoption of the agenda. Motion by EB; 2<sup>nd</sup> by LS. Vote: Unanimous.

## 3. Acknowledgement of Guests

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3.01 Acknowledgement of Guests: Jennifer Garner, Sharon Oxford; Jesus Vega; Araceli Trujillo; Malia Rose-Seisa; Stephanie Branca; Peter Sezzi; Rubisela Gamboa Collin Stocke; Elijah Walker; Lisa Marie Ruiz;

## 4. Public Comments

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4.01 Public Comments are limited to two minutes. Please note that discussion following a public comment is not allowed. *Not recorded*

## 5. Action Items

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5.01 Approval of 1/21 meeting minutes: Motion by KA; 2<sup>nd</sup> by AH. Correction to verbage of 9.01. Vote: unanimous.

## 6. Committee Reports

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*Committee reports are limited to two minutes per report. Additional information may be submitted as a written report and posted to the Academic Senate website.*

6.01 Curriculum Committee (Michael) --*MB gave this update*

6.02 BRC (Andrea) --*AH gave this update*

6.03 Guided Pathways (Erin) --*EB gave this update*

6.04 CTE liaison report (Deanna) --*DH gave this update*

6.05 Treasurer's Report (Andrea) --*AH gave this update*

6.06 OER Report (Andrea) --*AH gave this update*

6.07 DE (Colleen) --*CC no report; DEAG meets next Thursday*

6.08 Faculty PD Committee (Colleen) --*Kammy gave this report*

6.09 Student Success Committee (Paula/Dan) --*PM and DC gave this report*

## 7. Academic Senate President's Report

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7.01 Ventura College Meetings

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7.02 District Meetings

7.03 Board of Trustees

7.04 ASCCC Updates

## 8. Informational Items

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*These items are intended to provide brief updates or reports of activities. If the Senate wishes to debate an item presented as information, they may request that it be placed on an agenda at future meeting as an action or discussion item.*

8.01-8.03 Proposed Resolution: Ethnic Studies: Rubisela gives information to the senators about these 3 resolutions. They are in the senators' packet this week to take back to constituents for input.

## 9. Discussion Items

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*These items are a chance for the Senate to discuss and debate issues. This may lead to action at a future meeting or provide the President with direction for discussions with the Administration, State Academic Senate, or other bodies.*

9.01 FYE & Priority Registration: Senators discuss this on-going issue and the need to clarify what the process is to add classes to this priority list. Question: Why aren't these FYE courses approved through the regular curriculum process? Question about whether Curriculum Committee has purview of registration priority issue? Clarification: this would be only as approval of classes accepted for FYE. Suggestion: Curriculum committee should develop a rubric for such classes.

9.02 Waitlists/Class Caps/Enrollment Management: Comment: This is a confusing issue. What is the cap? If it 40? Is it 40+5 on the waitlist? Comment: Agrees, this is confusing. Practices vary by department/division. Is waitlist a signal to open new sections? Or to expand the existing class? Number should be rational pedagogically. Comment: It would help students if there were some common understanding among departments. This is complicated by our not being on campus where room size can offer some limits. Comment: We should determine the definition of "waitlist" and clarify that for students. Maybe add a blurb to the schedule that defines it? If you have 5 classes and you accept 5 waitlisted students into each, you could be in effect giving yourself another class without pay. Suggestion: Form a workgroup to define what a waitlist is? Comment: We are giving away our work—this is a working conditions/compensation element to this. Comment: Could add note to course notes that says you won't go above seat caps. Doesn't always work—students don't always read course notes. But that is one way to communicate your policy in advance. Workgroup: Kammy, Marian, Andrea, Ty (rep'ing AFT, not Bio), Ron, Rachel, Stephanie, and Heather.

9.03 Constitution/By-Laws: Suggestion: If it's something that won't change very often, put it in the Constitution. If it's something that has shifted over the years, put it in the By-Laws. Suggestion: Send out track-changes document AND a clean copy for review, otherwise very confusing.

9.04 AP 7120-D: Question: What is time frame for this? Answer: This is a continuous process. Comment: Would like to see Academic Senate or some faculty representative to point out that one of the big problems on committees is applicants submitting incomplete transcripts. We often cannot tell if the person has the degrees—this can be a barrier to equity in hiring. How do we let candidates know that we need actual proof of degrees? Reply: That may not belong in this AP but yes, this is definitely an issue

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that needs to be addressed. Comment: Are we just changing the name of the facilitator to make it seem like they are an equity facilitator or has the job description actually changed? Comment: This is an opportunity for Academic Senate to really redo this whole process—which is very flawed. Other senators agree that the process needs to be completely thrown out and re-imagined. Suggestion: To have an equity facilitator continue working on the new hire’s tenure committee as well.

9.05 AP 4010: Time ran out. This will be taken up at the next meeting.

9.06 VC Equity, Race & Action Force (standing item)

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## **10. For the Good of the Order**

10.01 AFT Update (Ty Gardner)--*TG gave this update*

10.02 Upcoming ASCCC Events (<https://asccc.org/calendar/list/events>)

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## **11. Requests for Future Agenda Items**

11.01 Requests for Future Agenda Items

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## **12. Adjournment**

12.01 Adjournment at 5:01pm

**Academic Senate's primary function is to make recommendations with respect to academic and professional matters specifically the following policy development and implementation matters:**

1. Curriculum, including establishing prerequisites
  2. Degree & Certificate Requirements
  3. Grading Policies
  4. Educational Program Development
  5. Standards & Policies regarding Student Preparation and Success
  6. College governance structures, as related to faculty roles
  7. Faculty roles and involvement in accreditation process
  8. Policies for faculty professional development activities
  9. Processes for program review
  10. Processes for institutional planning and budget development
- + Other academic and professional matters as mutually agreed upon.