**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.

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|  | **Ventura College Academic Senate**    **Dan Clark (*President)* Preston Pipal (*Vice* *President*)**  Email: [dclark@vcccd.edu](mailto:dclark@vcccd.edu) Email: [rpipal@vcccd.edu](mailto:rpipal@vcccd.edu)  Phone: (805) 289-6368 Phone: (805) 289-6368  **Colleen Coffey (*Secretary*)**  **Andrea Horigan (*Treasurer*)**  Email: [ccoffey@vcccd.edu](about:blank) Email: [ahorigan@vcccd.edu](about:blank)  Phone: (805) 289-6194Phone: (805) 289-6196 |

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| **Agenda Item** | **Discussion Notes** | **Action?** |
| 1. 3:30 Call to Order | Call to order at 3:30 |  |
| 1. 3:31 Public Comments (2 min. max. per comment) | Not recorded. |  |
| 1. Acknowledgement of Guests (1 min.): | Kim Hoffmans, Cathy Bojorquez, Damien Pena, Jennifer Kalfsbeek-Goetz |  |
| 1. Informational Items *(These are agenda items intended to provide the body with brief updates or reports of activities or actions from outside. If the Senate wishes to debate or discuss an item presented as information, they must request that it be placed on an agenda at future meeting as an action or discussion item.)* 2. Administrator updates (20 min.) 3. Welcome new Senate President, VP & Senators 4. New Dual Enrollment Agricultural (Dorothy Farias) 5. ASAG’s Midterm Accreditation Report, 2nd Draft 6. Curriculum: Priority 1 Course List | Admin Updates:  Kim: Wants to build trust. Hands out FTES trends by dept. Historically, we have maintained classes/programs even in face of declining enrollment. This model will be tried this next year. Emphasizes that this will be reviewed/revisited to ensure that it’s working. We can tweak as necessary.  About Equity Plan: good news from state chancellor’s office that we have an extension to 5/31/20. Nonetheless, we have to be very conservative with the monies because next year we may need.  Cathy B.: Allocation was 3.3m., plus carryover from 18/19. We have 25 positions fully or partially funded out of SEA. We still have to worry about 2.5m in salaries next year because the priority is protecting those 25 positions (I.e. they are going to see how to save funds from this year for next). Walks senators through the itemized expenditure cuts (the contingency)--p. 8 of senators handout packet.  Faculty Hiring Plan/Prioritization: Kim--“When Equity Plan is signed, this would be the list we go down and hire.” Says probably 1-3 are the only ones that would likely be filled.  Jennifer G.: Handout for senators with highlights re: Community Class Registration request; GP SOAA; and Accreditation Midterm Report.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Senators welcome new Pres. & VP.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dorothy Farias: Makes announcement re: dual enroll at SPHS. Question re: what classes are being offered? Reply: Intro & ag business right now. This is a pilot.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ASAG Midterm Accreditation Report: DC reminds senators that this is in their packet and it is only an information item right now. Plan is for the first read to take place is coming months.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Curriculum: Michael Bowen: He will distribute this in next several days. These are courses that need a five-year review. There are about 400 courses on the list. Deadlines are going to be the same next as this. Ideally faculty should look at courses during spring, they can be tech reviewed in summer, and then finalized in fall.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 1. Action Items: 2. Guided Pathways SOAA--1st reading (3 min.) 3. Approval of 12/05/19 minutes (2 min.) 4. New GP Stewards member-Donna Beatty (1 min.) 5. New faculty co-chair DE committee-Colleen (1 min.) 6. Approval of Dan Clark to serve as an OER Reviewer for the ASCCC OERI (1 min.) 7. Approval of Robert Porter to serve as an OER Reviewer for the ASCCC OERI (1 min.) | GP SOAA: Motion to approve by KA; 2nd by JW. Discussion: Request for a recap of the document. Dan/CC provide this. Vote: motion passes with 2 abstentions; 1 opposed.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Minutes: Motion to approve by PM; 2nd by M. Bowen. Discussion: It needs to be added to the minutes that admin maintained that SEA budget had been provided *and it had not been provided despite repeated requests.*  Vote: Motion passes with 2 abstentions.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Motion to approve Donna Beatty to GP: Motion by BH; 2nd by PM. Vote: Motion passes unanimously.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Motion to approve CC as DE co-chair by KA; 2nd by M. Bowen. Motion to amend by KA to change CC to Preston P. 2nd by M. Bowen as to amended motion. Vote: Amended motion passes unanimously.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Motion to approve Dan C. as OER Reviewer by PM; 2nd by M. Bowen. Motion passes unanimously.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Motion to approve Robert Porter as OER Reviewer by BH; 2nd by M. Bowen. Motion passes unanimously.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 1. Discussion Items *(Discussion items are a chance for the body to discuss and debate any matter related to the business of the senate, often leading to action at a future meeting or providing the President or Chair with direction for discussions with the Administration, State Academic Senate, or other bodies.)* 2. SEA Budget/Proposed Cuts 3. SEP Rewrite Plans 4. Community Class Request | 1. The senators discussed the SEA budget and proposed cuts.   Senators want Pres. to obtain copy of budget  Senators want to communicate what occurred with the SEA budget widely.   1. SEP Rewrite Plans: Kim is offering release time but senators want clarification as to exact release time. Senators want to see *permanent* reform of this entire *process*.   Senators want to send out a communique (above) first, then solicit faculty participation to rewrite.  What is accountability?  Detailed budget?  What are the parameters to move forward?   1. Community Class Request: Question: Can departments decide which classes will be offered this way? Dan will find out answer to this.   Question to M. Bowen: Any curriculum ramifications? Answer: No. Community Ed courses do not go on transcript. |  |
| 1. President’s Report: | Dan gives his report to the senators. |  |
| 1. Senate Subcommittees/Task Forces/Work Groups Reports: 2. Curriculum Committee (Michael) 3. Guided Pathways 4. CTE liaison report (Deanna Hall) 5. Treasurer’s Report (Andrea) 6. OER Report (Andrea) 7. DE (Colleen) 8. Faculty PD Committee (Colleen) | 1. Curriculum: M. Bowen gives this report 2. GP: 2/7 is next retreat in Wright Center. 3. CTE: Deanna gives this report.   *Remaining reports not given on account of time.* |  |
| Announcements for the Good of the Order:   1. AFT Update (Michael Ward) 2. Upcoming ASCCC Events:  * **OERI Early Childhood Education Summit December 13th 10:00am - December 14th 2:00pm** * **2020 Part-Time Faculty Institute January 24-25, 2020 – Pre-session January 23: 4:00 pm to 6:00 pm**       Details can be found at https://asccc.org/calendar/list/events |  |  |
| 1. Requests for Future Agenda Items: |  |  |
| 1. Adjournment | Adjourned at 4:58pm |  |