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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](mailto:ccoffey@vcccd.edu) Email: [ahorigan@vcccd.edu](mailto:ahorigan@vcccd.edu)  Phone: (805) 289-6194Phone: (805) 289-6196 | | | | |
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| **Agenda Item** | | **Discussion Notes** | **Action?** |
| 1. 3:30 Call to Order | |  |  |
| 1. 3:31 Public Comments (2 min. max. per comment) | |  |  |
| 1. Acknowledgement of Guests (1 min.): | | Notes: Dan Walsh sitting in for Gema Sanchez; Sharon Oxford; Kammy Algiers |  |
| 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. Faculty PD Update 3. Update on web redesign (Patty Blair) | | Tabled Faculty PD update  Tabled update on web redesign. Dan gave update that rollout for new district and VC website is next month. Patty will present at next Senate meeting |  |
| 1. Action Items: 2. Approval of 2/6/20 minutes (2 min.) 3. Approval of SEP Re-write 4. SEP Workgroup Faculty Participants 5. Approval of Compressed Calendar Workgroup 6. Approval of Ali Pacheco, Matthew Moore, and Sharon Oxford as POCR online course reviewers. | | A. Minutes – Motion by MB, 2nd by AH. Vote: Unanimous.  B. Sep rewrite approval – Bowen approved, Salinas seconded.  Andrea suggested that schedule is made by workgroup, not set by administrator. Kim responded to some but not all senate requests. Andrea clarified with BRC about past monies and found out there is no process. Exec council decides budget. Paula felt answers were not satisfactory. Nathan  Re-write: Senators discuss this process/planning. Not clear that this will effect how SEA funds are spent since historically this has been an executive decision.  Vote: all in favor but 1 opposed; 2 abstentions.  C. Workgroup Faculty Participants: Motion by BH, second by YV to approve Corey, Heather, Paula, and Dan Clark to serve on this committee. Vote: Unanimous.  D. Compressed Calendar Workgroup: Motion to approve Sasha Friedman from Math and Sandy Melton from Nursing to serve on this committee (along with Dan Clark) by AH, second by MB. Discussion of what a compressed calendar will mean for faculty contracts/schedules. Question about the process: subject to negotiations. Question about whether we have anyone with experience in a compressed calendar that can add perspective to this? This would be informal, but yes. Question about whether we have diverse viewpoints on the committee? Vote: Unanimous.  E. Approval of Ali Pacheco, Matthew Moore, and Sharon Oxford as POCR online course reviewers. Motion by EB, second by CB. Discussion: Question to Sharon about this role: Sharon replies that OEI requires us to get 20% of our courses OEI aligned by 2023 and to implement a local POCR process. So this would facilitate the former and implement the latter. Question: Does this have any curriculum impacts? Answer from Sharon: Does not think this has curriculum implications. This is more about bringing more enrollment to the college via OEI and ensuring that any classes we have on the OEI are up to standard/navigation/accessibility.  Consequence of not meeting 20% of OEI alignment is that we will not be funded for Canvas for 100% (that’s NetTutor, Cranium Café, etc). Also, we can’t advertise our online classes via the exchange if they are not OEI.  Vote: Unanimous. |  |
| 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.)*    1. Curriculum Committee    2. How Divisions Elect Senators    3. Senate Budget | | A. Curriculum Committee: Senators discuss recent history of this committee’s work, esp. re: CourseLeaf. There is no backlog of courses right now. For the year we were off of Curricunet there were 60 program submissions (normally there are 10ish) so they are behind in that work. Tech review is Tuesday to prioritize these since there are only 2 technicians to review these.  Question. Why are we not training individuals to review these so we have more hands on deck? Why only utilize 2 people for all this work?  CC does not receive guidance from the senate. That means that management has undue input.  Question. Why is CC not seeking senate’s guidance when it needs it?  Comment: Faculty should be moving curriculum forward. CC members perhaps need some training. We should not be ceding this territory to management.  Comment: Faculty are on the CC—have they been asked what process should be used if a dean or manager is making these improper requests?  Comment from CC member: One of the big problems in our migration to CourseLeaf highlighted a lot of our deficits. When CourseLeaf came online it exacerbated a lot of our problems. Claim that we don’t have a process for handling management requests but this is the first she is hearing (in 5 years on the committee) that this is occurring. We need much more transparency with respect to the whole committee.  Question: Whether senate council or CC should be making these decisions? CC can develop a process? Suggestion that we look at best practices from other colleges. We need to re-evaluate what we’re doing, esp. in light of this 5-year review cycle. And she does not feel heard at all as she keeps bringing this up.  Comment: Perhaps we need to meet with VP co-chair in order to come to an understanding of how the CC runs.  Comment: Hopes that every senator feels empowered to voice any opinion in senate. CC should feel empowered to bring their problems to the senate.  Comment: Why are only 2 people doing tech review? This is only because it has historically been true, no other reason. We need a culture change on the committee.  Question: What is the cause of this backlog? Answer from MB: A year without submitting any programs; revisions coming in; Title V recently changed maximum number of units for a proficiency award so that effected a lot of programs; issue with course changes that would effect the program listing in the catalog but CC never got the update.  Comment: What to do about courses that have not been offered in x number of years and don’t have SLO assessment data. Do these get inactivated? After how long? Is it part of a degree pattern? Senators discuss this difficulty at length.  B. How Divisions Elect Senators: Senators discuss how each of them was selected by their division to serve on senate. DC: Senators need to arrange for their divisions to elect senators for next school year before the end of the spring semester (in order to conform to the by-laws).  Re: Proxy Attendance: We have no provision for this in our by-laws. Some other colleges allow proxy voting, others do not allow any proxy voting. DC: Should we start a little workgroup to look at by-laws research/revision suggestions? Suggestions for such revisions: DE position on Curriculum Committee; adding proxy provision? DC: Our senate as a whole should be meeting once every semester (historically we have met only as a whole in fall at flex day).  C. Senate Budget: Motion by PP to postpone this until next meeting since AH is not here; 2nd by PM. Vote: Unanimous. |  |
| 1. President’s Report: | | DC gives this report. |  |
| 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 (Preston) 8. Faculty PD Committee (Colleen) | | A. Curriculum: They are working on a CC handbook. If faculty have ADT in their area, Chancellor’s office is reviewing all these to be sure they are in the most current TMC form. Faculty may be contacted about this.  B. Guided Pathways: RJ gives this report.  C. CTE: DH gives this report. Advisory meeting is at the end of this month. 3 Pirate Fridays in March that most of CTE will be participating in. Conference at end of April for non-credit options in CTE. Another conference re: OEI in CTE.  D. Treasurer’s Report: Not given.  E. OER Report: No report.  F. DE: Preston gives this report.  G. Faculty PD: KA gives this report. March 19th flex day is faculty PD programming. |  |
| Announcements for the Good of the Order:   1. AFT Update (Michael Ward) 2. Upcoming ASCCC Events:     Details can be found at <https://asccc.org/calendar/list/events> | | AFT: PM gave this announcement. |  |
| 1. Requests for Future Agenda Items: | | Request for bringing back vote of no confidence in Dr. Gillespie.  Question re: quorum on Curriculum Committee. Does Senate have any recommendation for how Committee should proceed? As more faculty work to rule and the semester goes on, it may be harder to make quorum. Send proxy once/if hours used up? |  |
| 1. Adjournment | | Adjourned at 4:54pm. |  |