

Ventura College Academic Senate
Minutes
Thursday, November 5th, 2015
2:00-3:30pm
Multidiscipline Center West (MCW) – 312

I. Call to Order at 2:03pm

Senator	Division Represented	Initials	Present	Absent
Algiers, Kammy	Mathematics & Sciences	KA	X	
Beatty, Donna	Mathematics & Sciences	DB	X	
Branca, Stephanie	Career & Technical Education	SB	X	
Carrasco-Nungaray, Marian	Student Services	MCN	X	
Coffey, Colleen M.	Senate Secretary	CMC	X	
Dalton, Heidi	Career & Technical Education	HD	X	
Forde, Richard	Career & Technical Education	RF	X	
Ghenov, Natalia	ASVC	NG		X
Hendricks, Bill	Social Sciences & Humanities	BH	X	
Horigan, Andrea	Social Sciences & Humanities	AH	X	
Kim, Henny	English & Learning Resources	HK	X	
Kolesnik, Alex	Senate President	AK		X
Cari Lange	Mathematics & Sciences	CL	X	
Martin, Amanda	English & Learning Resources	AM	X	
Morris, Terry	Athletics, Kinesiology & Health	TM	X	
Mules, Ron	Social Sciences & Humanities	RM		X
Munoz, Paula	Student Services	PM	X	
Sezzi, Peter	Senate Vice-President	PHS	X	

II. Public Comments

Public Comments Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to Alex Kolesnik/Peter H. Sezzi, 4667 Telegraph Road, Ventura CA, 93003.

Paula Munoz: Reminds senators re: recent email from Bea Herrera re: salary increases vs. management's proposed increased at BOT. She wants to remind faculty to attend the BOT meeting on Tuesday at 5:00 to express faculty's unhappiness with this proposal. She emphasizes faculty don't have to speak, just a presence there is powerful.

III. Acknowledgement of Guests: Michael Bowen (Curriculum Committee)

IV. Action Items

- a. Approval of minutes (10/1/15 and 10/15/15) – 5 minutes
 Motion to approve both by HD, 2nd by PM. Discussion: none. BH abstains, otherwise unanimous.

- b. Resolution in Support of the Chancellor's Office Accreditation Task Force Report – 5 min
Motion by PM, 2nd by CMC. PHS provides a bit of background to the senators about the history of ACCJC as it relates to this task force. Vote: Unanimous.
- c. "Making Decisions at Ventura College" Document (1st Reading) – 30 minutes
Motion by RF, 2nd by CMC. Discussion:

MCN: Within the SS division there is much concern that they have not seen tracked changes. They had more questions than she could provide answers. Example: what is the newly formed committee Student Success Council ("SSC") going to do? It appears that the role of faculty will become more diminished on SSC. PHS clarifies what Dr. Gillespie had said re: timeline for approval of this document during the most recent CPC meeting. Michael Bowen brings up the concern that the senate by-laws do not accurately reflect committee structures as to this particular document. CL wants to clarify: so nothing in this document is going to affect any committee charges—they are not related in that way? PHS answers affirmatively. He says that we could just to add a paragraph "all committees will be responsible for creating their own charges" that are then approved by the governance committee in charge of that committee (ex: senate approves charges of its sub-committees). He would add this to page p. 24. SB suggests creating a grid with the data on page 25. Senators like this idea. Senators discuss the confusion re: the Professional Development Committee's charge. AH brings up how these sub-committees are handled as to equity in release time, extra pay, etc. CL adds that we want to make clear that faculty still has primacy—i.e. that that fact be reflected in this document. PHS says he understands what she means, though he thinks that is made clear in this document. PHS says he will work on this further—he requests that any other suggestions or changes be sent to him. Senators engage in a lively discussion re: the usefulness of committee norms. At the end of that, DB suggests that each committee create its own norms. Senators like this idea very much. A few additional formatting changes are discussed. Michael Bowen asks where norms would be addressed? PHS says it would be in the operating procedures.

PM re: integrating planning chart on page 27: she asks about the efficacy of program level reviews and goals driving this process, as opposed to these coming down from above? PHS says he would be just as happy to remove these 3 pages because it does not seem wholly necessary to him to have these in this document. MCN asks if this is necessary for accreditation? PHS says the danger is that what is in this document might conflict with our integrating planning manual (from several years ago). PHS says he thinks a very productive step might be renaming the document "Making Recommendations at Ventura College"—senators laugh at this but agree that it is more apt. PHS reiterates that these last 3 pages just don't make sense to him as to being included in this document. Senators return to and further discuss appropriate norms as they relate to, for example, the CPC and the role that faculty should play at such meetings.

PHS asks senators again "what is the pleasure of the group" as to pages 27-30? Senators agree it should be removed and in its place the language: "refer to Integrated Planning Manual." PHS says he will do track changes for senators to look at and he asks that they send him any changes by Thursday 11/12 at noon—this way a revised document (2nd reading) can go out in the next agenda packet.

Vote to move to a 2nd reading: unanimous.

d. Credit Student Success and Support Program Plan (1st Reading) – 30 minutes

Motion to not support as to 1st reading by PM, 2nd by MCN. Discussion:

PM says we still have not had a committee putting this together. It is still a manager putting it together and meeting with various groups. She describes the whole process as confusing and says it is not a committee driven proposal/plan. PHS asks her what her solution is? PM replies that we need a real 3SP committee working on a plan. PHS asks if this should be one of the committees listed in “Making Decision”? AH says this is chasing money, without a lot of forethought. PHS asks PM if she is really asking to remove this from future agendas? He says that if we are going to do that we need to have a constructive suggestion, statement or minority report as to why we are not signing it and what our plan of attack would be to create a document we can all agree upon next year. AH asks if we can make a directive that instructs the president not to sign? PHS answers yes.

Amended Motion by PM; 2nd by AH: Move not to approve this document and not to have it on a future senate agenda and not to have the senate president sign it. While this document is better than last year’s, the senate still cannot approve the document because 1) the document was created absent a 3SP committee and 2) the document still has some inaccurate and incomplete information. We look forward to working with the administration on next year’s plan when a Student Success Council exists.

Discussion: Senators further discuss the shortcomings of the process/lack of process that produced this incomplete document. PHS says that he thinks we need to reflect in the minority report that this is a vast improvement over last year, but it still does not meet the standard necessary to receive senate approval (ex: lack of a budget).

AM asks if senate will approve membership of the SSC? PHS answers yes.

Vote: KA abstains; all others in favor.

e. Canvas LMS/DE platform adoption (2nd Reading) (Contact: Andrea Horrigan) – 10 min
AH asks that this be corrected to read “2nd Reading” (it was a 1st reading at the last senate meeting). Motion by AH to approve Canvas as the college LMS as soon as the District can make this operational. 2nd by DB.

Asked for clarification: AH says we will have D2L for probably one more year or perhaps two. AH briefly describes to senators the process by which Canvas came to be the LMS for the OEI.
Vote: unanimous.

V. Information Items – None

VI. Consent Items – None

VII. Vice-President’s Report

- a. Communications—PHS directs senators to the last pages of the senate packet re: emails to/from Dr. Gillespie as to the questions raised by senators about the recent enrollment management report (that included faculty names and 900 numbers). CL asks how follow-up questions can be raised? PHS replies that those concerns should be directed to AK.

AH asks PHS about whether senate/faculty has a “voice” as to, for example, these proposed management salary increases to the BOT? PHS replies that this is not part of the 10+1.

VIII. Senate Subcommittees/Task Forces/Work Groups Reports

- a. Curriculum Committee Report—Michael Bowen: He says that CC has many issues to resolve in the face of the upcoming accreditation visit. Not the least of which is the 120 courses in the catalog that don't have SLOs and they are working with faculty to address these. There is a 12/1 deadline looming to add SLOs to these courses or they are going to be deleted from the catalog. RF asks a question about a particular WS course and MB writes it down and will look into it and respond to RF directly. MCN asks if this report (i.e. courses without SLOs) can be distributed to all faculty? MB replies that he does not have all faculty email privileges. Senators discuss how to find out about courses in their programs that might be on the “missing SLOs” list. Department Chairs have this information.
- b. Enrollment Management Work Group Report: RM was leading this but he is not here today. PHS asks CL if she has a report but she replies that she does not. This will be on the next agenda when RM can report.
- c. Distance Ed Committee: AH says they met for the 1st time ever as all 3 colleges. They have proposed a once per semester summit for all college's DE so that there is common training, etc as to Canvas.
- d. Equity Committee: KA: this meets right after senate if any senators want to attend.
- e. SLO Committee: AH says they have finally been given the directive to start working with the service units and do hands-on stuff to help them.

IX. Campus Committees Reports

X. Announcements for the Good of the Order: CMC re: ASC re: Robin Calote being tapped to write the self-study. Also, PHS brings up re: the ATD Data Summit tomorrow. MCN reports re: the university transfer fair on campus today.

XI. Requests for Future Agenda Items:

Senators want to resurrect the Interim Hiring Management AP (this was in development last spring but did not move forward).

Enrollment management work group report

XII. Adjournment at 3:34pm.

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Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters.

Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.