**Ventura College Academic Senate**

**Minutes**

**Thursday, January 19, 2017**

**2:00-3:30pm**

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

I. Call to Order at 2:08pm. The following senators were present:

*Michael Bowen (MB)—Curriculum Committee*

*Colleen Coffey (CMC)—Senate Secretary*

*Roxanne Forde (RF)—Water Science/WED*

*Chris Frederick (CF)—English/Math/Learning Resources*

 *Sasha Friedman (SF)—English/Math/Learning Resources*

*Anyssa Gonzalez (AG)—ASVC Student Representative*

*Bill Hendricks (BH)—Visual Arts/Behavioral and Social Sciences/Languages*

*Andrea Horrigan (AH)--Visual Arts/Behavioral and Social Sciences/Languages*

*Alex Kolesnik (AK)—Senate President*

*Henny Kim-Ortel (HKO)—English/Math/Learning Resources*

*Malia Rose-Seisa (MRS)--Sciences*

*Peter H. Sezzi (PHS)—Senate VP*

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.

Anne King (Director of Development for VCF): Retirement strategies seminar on 2/24 between 9:30–11:00 in Gutherie Hall. Kipp Financial Group will be there as well as an estate attorney & district HR. This will be a panel discussion re: retire at the appropriate time with the appropriate resources.

CMC: Quick announcement re: March for Justice this Saturday. Thanks ASVC for their support.

Dr. Greg Gillespie: Here to give a quick update re: smoke-free campus initiative. He did receive feedback from ASVC and they were in favor of this change. The classified staff also supported this initiative. A study group on implementation will meet 1/31 to study how this would be implemented.

III. Acknowledgement of Guests: Dr. Greg Gillespie, Dr. Anne King (VCF), Lt. Greg Beckley (Campus Police), Lydia Morales (Senate President-Elect).

IV. Informational Items

1. Curriculum Committee Update:

MB things that are going on in the CC. Ryan and he will be issuing priority #1 list sometime in the next two weeks (these are courses up for 5-year review). Statewide Academic Senate has reaffirmed that SLOs are within the 10+1.

1. VC Police—time certain at 2:05pm

CMC asks the Lieutenant re: ambiguity of signs in the lots. They indicated no permit enforcement during the first week of classes but she was issued a citation for parking in a staff space. CMC thinks that the sign should clearly state that staff spaces are exempted so that students are not making the same mistake (and incurring the $50 file) that she did. Reply is that in 2011 they went with no enforcement whatsoever during first week; the following year they decided to continue no enforcement until someone complained (that occurred quickly because faculty had nowhere to park); now they enforce staff parking from the get-go and student permits after week 1. He insists that they must police the staff spaces or the staff will not have anywhere to park. CMC clarifies that all they need to do is fix the sign (“staff spaces excepted”) so that students are not tricked into thinking they can park with impunity the first week. PHS asks if our parking regulations are covered under the same vehicle code as the UC’s regulations? Answer is that our parking regulations are set at the District-level. PHS asks if fees are same here as at other CA cc’s? Answer is that “we have one of the lowest parking permit rates in CA.” Discussion about who sets the fee rates for what parking permits costs. Is this set by Board of Governors or by the District? Answer to this question cannot be agreed upon. Question about the fine structure. Answer is that there is a formula based on the cost of a semester permit. CMC raises issue of potentially offering campus service in lieu of cash fines. RF asks about the expensive cars that the police drive around in—why not use golf carts around campus? Answer is that the vehicle is an integral apart of their equipment so they could not carry that equipment on a golf cart. BH asks about any changes procedure-wise that the campus should be aware of? Answer is that there are no changes planned, just a reaffirmation of what we/they should be doing. Example: guest permits should go through the relevant division dean and be sent to him (via email). Semester passes have to be picked up in person. A single day permit can be sent via brown envelope mail or picked up. PHS asks if there is anything that the campus can do or should be aware of? Answer is that we have a stowaway on campus sometimes (in PAC and gym). He urges that faculty who come to offices off-hours do so carefully and secure any building doors carefully. He says the traffic on campus at night can be very seedy. AH asks about cameras? Answer is that they have one image of the stowaway but that he is aware of cameras and has so far defeated them. Discussion returns to the issue of tickets. Lieutenant says that if you are cited: the online appeals process is the only way to adjudicate the ticket. Current policy is that if a faculty member is cited they will get consideration on their first offense. PHS raises issue of traffic back-up (and potentially dangerous situation) in east parking lot due to the permit machine. Discussion ensues about location of permit machines and how improvements might be made (single day permits online?). Anyssa (ASVC rep) says that she used to work nights in the library and asked for escort to the bus when her shift ended. Twice she was escorted by campus police without issue to the bus; the 3rd time the officer told her she needed to stop calling them. Answer is that escorts will be a priority again—he says safety is campus priority #1.

V. Action Items

 a. Minutes (12/1/16) –Not in agenda package. These will be approved at the next meeting.

b. BP/AP 4230 (Grade Symbols): This policy has been changed to eliminate a letter grade being given for a “credit by exam” course. Also, a new evaluative symbol has been suggested: “SP”—Satisfactory Progress. AK asks senators for feedback re: this BP/AP. Should we have separate BP/AP’s? Should credit and non-credit assessment tools remain altogether? Discussion ensues. AK points out that at this moment we have students taking non-credit courses but we do not have a non-credit transcript available. Suggestion made to discuss pros/cons of credit/non-credit offerings, as well as the issue of auditing. This will be a future study session.Should we have a separate policy/procedure for non-credit? Should non-credit transcript come first or amending this BP/AP? Motion to approve the one change re: CRE by PHS; 2nd by RF. Vote is unanimous.

 4231 (Grade Changes): Senators discuss pros/cons of second paragraph re: no coursework submitted after the end of the course. AH asks about what is the motivation for these changes? Answer is not known. Discussion ensues—senators do not want to support these proposed changes (i.e. current policy should remain in effect). Consensus is that the senators don’t want anything more onerous than is currently in Ed Code. AK will take these concerns back and bring a revision back to this body.

4232 (Pass/No Pass): AK reviews this policy with senators. Discussion re: whether there should be a cap on how many certificate units can be taken as pass/no pass. AK: most schools limit how many pass/no pass courses you can take. MB asks where is it specified what “designated occupational programs are specified”? AK will try to find the answer to this. No motion to change.

4235 (Credit by Exam): New law re: cc’s to grant credit to any student who takes an AP test and passes with a 3 or better. Our college has been inconsistent in application of credit for these courses. MB motions to accept these changes; 2nd by PHS. Vote is unanimous.

AP/BP 7211 (Equivalency) (1st reading)—AK asks senators to look at this one particularly for next senate meeting.

1. Faculty Handbook (2nd reading)—Not discussed as time ran out. This will be on next senate agenda.

VI. Discussion Items

1. Change in scheduling of Senate meetings—this will be taken up at next meeting. Senators will ask constituencies about this.

VII. President’s Report

VIII. Senate Subcommittees/Task Forces/Work Groups Reports

IX. Campus Committees Reports

X. Announcements for the Good of the Order

XI. Requests for Future Agenda Items

XII. Adjournment

\* \* \*

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.