**Ventura College Academic Senate**

**Minutes**

**Thursday, November 17, 2016**

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

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

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

Michael Bowen for Donna Beatty—English/Math/Learning Resources

Colleen Coffey (CMC)—Senate Secretary

Roxanne Forde (RF)—Water Science/WED

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

Angelica Gonzales—Student Affairs

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

Paula Munoz (PM)—Student Affairs

Henny Kim-Ortel—English/Math/Learning Resources

Peter H. Sezzi (PHS)—Senate VP

 Brent Wilson (BW)—Health/Kin/ICA/Performing Arts

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.

CMC: Brings up concern about when/how the decision regarding banning smoking on campus is being/was being made. Concern about survey not being valid and also about timing of survey vs. Heath & Safety Committee’s determination that VC should be a smoke-free campus. Senators briefly discuss this comment. AK says he will invite Dr. Gillespie to the 12/1 meeting to address this.

CMC: Informs senators that she & Bill Hart will be meeting with Dr. Hoffmans on 11/22 to discuss the working proposal for an honors program on campus. If there is further input on this issue, please send to CMC right away so that it can be included.

III. Acknowledgement of Guests

 None.

IV. Informational Items

a. Curriculum Committee Update: Michael Bowen—CC members (though open to all) are having a training coming up re: course outlines. This will be held on 3:30-5 on 11/22. They have also endorsed a number of policies and procedures re: min. quals., courses that effect program requirements. He has been re-elected as co-chair of the CC so he will serve for the next two years. State has approved the non-credit ESL courses. Also, the C-ID has updated the template for Math 44 (Statistics) will allow both the traditional intermediate algebra pre-requisite and the pathway.

b. Election results: Elections committee has some recommendations for future ballots. 3 ballots were not counted because of issues. 4 provisional ballots were given out. At a future senate meeting: we need to revisit the standard operating procedures for elections; these have not been looked at in quite awhile. Of the 93 ballots cast, 21 were invalidated. PHS contacted all those who were nominated to let them know the results.

AK says that he had quite a few part-time faculty and some former full-time (now part-time) faculty asking why they cannot vote. Senate’s constitution says that only full-time faculty get ballots (it does not say part-time faculty cannot vote). PM says also that part-time faculty can sit on senate if they are elected. PHS says we should establish a voter roll (i.e. make all faculty register to vote). Senators like that idea. This will be taken up at a future meeting.

V. Action Items

a. Minutes (11/3/16): These were not distributed in time for inclusion. Next meeting will be 11/3 & 11/17.

b. BP/AP 2712, 3500, and 5055 (1st reading):

BP/AP 2712: AK says that conflict of Interest has already gone before the BOT. PHS as to 1st/2nd for 2712 (PHS motions & RF seconds). CMC & PM opposed. All others yes.

BP/AP 3500: AG says that at DTRW-SS it came up who wanted the websites on there? Decision was ultimately not to include them in that body. AG is trying to figure out the process: so the one that was approved at DTRW-SS is the one that will go to BOT Policy? She says this seems backward to her. AK asks what the will of the senate is? He says once it goes to the BOT Policy Committee it’s pretty much a big deal. AG: when is it going to BOT Policy? AK replies sometime in Dec. Motion to approve by PHS; 2nd by PM. Vote: unanimous.

BP/AP 5055: AK says that this generated a lot of discussion at DTRW-SS. CMC reads minutes from last meeting re: this. AG asks about process and senators discuss the next steps. PHS counsels patience—no reason to rush through this. He suggests that AK take this forward for further discussion, not to outright remove FYE which senators agree might be a precarious position to take.

c. BP/AP 4235 (2nd reading): AK reviews this with senators and the inconsistencies in the awarding of credit. RF motions to change the policy so that students who earn a score of 3 or higher, will receive the comparable number of units to complete that course at VC. 2nd by MB. Discussion: AG this needs to be specific that this is only for local purposes (i.e. so students realize that this credit may not apply in the same way at a UC/CSU). Friendly amendment: to add “for local associate degrees” to the bolded title. Vote: unanimous.

d. Placing Courses into disciplines (2nd reading): This was discussed and approved at the last meeting.

e. BP, AP 7211 Minimum qualifications: AK reviews the most recent proposed changes with the senators. This is still under discussion at DCHR. Senators briefly discuss these and ask further questions. RF motions to move this forward; AG seconds. Vote: unanimous. AK will take it back to DCHR and it will come back to this body again before final approval.

f. BP 7120, AP 7120-E –not discussed.

g. Faculty Handbook (1st reading): changes to this / suggestions should be sent to AK or to Dan Knufph.

h. BP/AP 2431, 7120A,B, 3715, 4020—Motion by PM; 2nd by RF. Vote: Unanimous—this to remove language re: granting an interim a final interview (i.e. without any further hiring process).

VI. President’s Report: Updates senators about the purchase on new DAC closing. Hope is that Camarillo Airport property will be sold by end of the year to pay for this; fall-back would be bond issue. Question now is where will all this (supposed) savings is going to go? Should be about $700,000+--AK is going to recommend that this go through the allocation model.

Faculty allocation model: district-wide, no growth positions this year. VC may get one—if we’re lucky. We are already 19 over our faculty number. Once we have governors’ January budget proposal, then we’ll know more.

 *Time ran out and meeting adjourned at 3:35pm.*

VII. 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

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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.