**Ventura College Academic Senate**

**Minutes**

**Thursday, April 21, 2016**

**2:00–3:30 p.m. in MCW 312**

**I. Call to Order:** 2:09p.m. Senators in attendance were as follows:

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| **Senator** | **Division Represented** | **Initials** | **Present** | **Absent** |
| Algiers, Kammy | Mathematics & Sciences | KA |  | 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 |  |
| Gardner, Ty | Mathematics & Sciences | TG |  | 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 |
| 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 |  |
| Reynolds, John | Mathematics & Sciences | JR | X |  |
| Sezzi, Peter H. | Senate Vice-President | PS | X |  |

**II. Public Comments:**

PM passes out Student Equity Advisory Committee Description and Charge. Says this process we have now seems very convoluted. She just wants senators aware of this and will work with other committee members to decide how to respond.

MCN serves on Student Equity Advisory Committee. The senate approved the Making Decisions document that approved this (handout PM distributed). She wants us to revisit this—it is pointless to have this committee (i.e. Equity Committee). She wants to do something (along with PM) to revisit this structure. She believes this structure is broken and there is no shared governance here. Why do we allow this committee to exist when there is no work (“nothing organic”) that can come from it? She has been going to this committee for this whole semester and she cannot answer this. Her hope is that this will come back before senate in the fall. Relationship between **Student Equity & Student Success Committee will be a future agenda item.**

**III. Acknowledgement of Guests:**

Philip Briggs (time certain at 3:15pm); Chris Frederick (Math); Lydia Morales (Math); Donna Beatty (Math); Janine Bundy (Math).

**IV. Informational Items**

a. Curriculum Committee Update –none; Michael Bowen is at a conference.

**V. Action Items**

a. Minutes (3/3/16, 3/17/16, 4/7/16): April 7th have been excluded and will be taken up next meeting. Motion to approve 3/3 by AH; 2nd by HD. Discussion: none. Vote is unanimous (AM abstains).

Motion to approve 3/17 by PM; 2nd by AH. Discussion: EEO committee should replace “EEOP” committee. Vote is unanimous (AM abstains).

b. Distance Education Handbook approval: Motion to approve by RF; 2nd by AH. Discussion: AH tells senators that this was approved unanimously by the DE committee. It conforms to all the requirements of the ACCJC re: accreditation. PHS asks if this is 1st reading or 1st & 2nd? RF clarifies that his motion is as to 1st& 2nd. PM asks if all the DE faculty are on board? AH replies that yes, everyone on the committee teaches DE; it is similar to other manuals across the state; this was unanimously approved by the DE committee. PM asks about class size? PHS replies that this is a contract issue. JR asks about success statistics re: DE versus on the ground courses. AH replies that our college only has a 3% gap. She believes this is because our college has a thoroughgoing vetting process as to quality of courses. AH says the DE committee has been charged with increasing offerings by 20%--this is a way to grow FTES. AM says that she thinks the handbook is very user friendly and that it has a great tone. She asks about how faculty can calculate when it would be appropriate to drop a student for non-attendance in a hybrid. AH replies that it should be proportionate. PHS asks whether there is a cycle for revising this periodically. AH replies that she believes that DE committee should review this manual annually. Vote is unanimous (MCN abstains).

c. Resolution on College Divisional Reorganization: Lydia is here from Math Department. Math Department has submitted a resolution for the senate’s consideration. She tells us the Math Dept will meet with the college president next Tuesday. They are not in favor of being moved to a division with English & Library; they want to remain with the Sciences. Their resolution was signed by 23 of the math faculty. They would prefer to just keep the current structure and add an assistant dean. There is also a concern about placing the two largest departments together in terms of committee representation and/or program review funds. Donna Beatty talks about the building itself (i.e. the Math & Science building). There is coherence in having Math & Sciences together with respect to the offices, classrooms, and workrooms. Now they are faced with the prospect of being separated between two buildings. It seems “crazy” to take such a large department and displace them. RF comments that this process “has been crazy from the beginning.” The senators briefly discuss this and concur. To wit: what we had was working before—why are we making any change at all? That said: PHS questions where in the 10+1 this falls under (the implication being, it does not directly fall under the 10+1)? MCN is in favor of supporting this; she does see it as a part of the 10+1 (under 10). JR: echoes what MCN is saying. Janine Bundy: this is a huge imposition for our students because this creates an unnecessary step for students who must go through their dean (now over in another building) for signature in order to move through the class process. PM thinks we should “stretch it” and use 10 (RF adds that 6 of 10+1 potentially could support as well) and support this. AH wants to support faculty; that said, she is concerned about the senate not having a strong voice on campus and if we weaken our voice, we are not going to help anybody (i.e. this is not in 10+1).

MCN moves “to support the Math faculty resolution and directs our Academic Senate President to present this to the college president and executive team.” 2nd by RF. Vote: 6 (HD; AM; JR; PM; MCN; RF)-0-2 (AH; CMC). Motion passes.

d. Resolution on district BP/AP senate approval process–this has been resolved and will not be discussed.

**VI. Discussion Items**

a. Discussion Standard IV and Accreditation Self Study first reading–AH has read the reportit appears from it that we have fully met this standard.Senators discuss this briefly.

Motion to recess by AH; 2nd by RF. Vote: unanimous.

Reconvened at 3:15.

b. Program Review process first reading–Philips Briggs is here. Talks to the senators about revisions to the program review process. PHS asks if Student Services will do theirs every year or if there will be a 3-5 year plan? Answer is that that conversation has not taken place yet. PHS says that he believed SS would appreciate cycling every 3-5 years like everyone else (not every year as Dr. Jefferson had them doing). Changes to this process will come before the senate (it is part of the 10+1). AH asks about the ranking of funding. Philip replies that the proposed plan going forward is to eliminate these operational funding requests (i.e. replace a broken chair). They are looking at prioritizing 1-6 or 7, rather than ranking high/medium/low (since that encouraged a certain amount of “gaming the system”). All the faculty hiring requests (as well as the prioritization from the VPs and the deans) would still come to Faculty Staffing Priorities.

Proposed process:

1) Forms, data, etc. will all be ready on Monday before Flex Day;

2) Everyone submits program reviews to Philip’s office (10/9);

3) Following that submission process, Philip’s office will assess the “no SLO,

no dough” aspect of this; any department that has not met their SLO requirements, their requests would basically stop at that point.

PHS asks if there is something actionable that senate can take up as an action item at the next (last) senate meeting. Philip says that he has all the forms, etc. **He will send to be included in the next senate package.**

c. QFE/ATD Big ideas: Homework for senators is to read the quality focus essay. This for next senate meeting. (the last 22 pages of the agenda packet report plus charts). **CMC requests PHS to email all the senators with this information so that they can be prepared for the next meeting.**

Meeting adjourned at 3:35p.m.