**Ventura College Academic Senate**

**Minutes**

**Thursday, 4 September 2014 MCW-312**

1. Call to Order

This meeting was called to order at 2:07 p.m. The following senate members were present:

Algiers, Kammy—Mathematics & Sciences

Carrasco-Nungaray, Marian—Student Services

Forde, Richard—Career & Technical Education

Kolesnik, Alex—Mathematics & Sciences

Martin, Amanda—Communications & Learning Resources

McCain, Mike—Mathematics & Sciences (Substitute for Ryan Petitfils)

Sandford, Art—Senate President

Sezzi, Peter H.—Senate Vice President

Sha, Saliha—Mathematics & Sciences

Wendt, Patty —Student Services

The following guest was present:

Arevalo, Gloria

1. Public Comments

No public comments were made.

1. Acknowledgement of Guests.

No guests were acknowledged.

1. Approval of minutes—1 May 2014 & 21 Aug 2014

Sezzi motioned to approve the Aug 21 minutes, Forde seconded. The motion was approved 10–0–0. The May 1 minutes will be presented at a future Senate meeting.

1. Information Items
   1. AB 86 Grant
   2. Career Pathways Grant

Sandford briefly discussed these two items and said that these will be discussed in greater detail at future Senate meetings.

1. Discussion Items
   1. Senate Awards and Retirees Dinner redux – Ryan Petitfils

Sandford mentioned that this topic was agendized at the request of Petitfils. Sezzi gave a brief history of the past practice of having a Senate Awards dinner and the cost associated thereto. Carrasco-Nungary expressed a belief that we as a Senate should do more to honor the good work of our colleagues. A discussion ensued of possible means and methods of honoring the accomplishments and years of work of fellow faculty. One possible solution would be a campus-wide newsletter that would include as a part of its publication an “accomplishments/kudos” section and that said publication should come out at a minimum of twice a semester. It was also remarked that the Senate should engage in more off-campus quasi-business/social gatherings such as we did last academic year when we had one Senate meeting at Bill Hendrick’s house and another at Santino’s Pizza Parlor.

* 1. Equivalency Process for faculty hiring committees

Sandford distributed a legal opinion from the State Chancellor’s Office that makes it crystal clear that if an applicant does not possess the exact degree as specified in the Statewide Minimum Qualifications handbook, then our HR dept will remove an applicant from the pool (even if the pre-screening committee has determined that the applicant meets MQs) if the applicant did not request/was deemed equivalent to possessing the MQs for the position. Sandford mentioned a plan he mentioned at DCHR—that for every certification position, the list of possible MQs be listed as a part of the application process and the applicant would have to check off the boxes next to the degrees that s/he possessed. Discussion ensued. Sezzi inquired if HR were willing to send out blanket e-mails to all applicants who do not meet MQs and who did not request equivalency that they have three days to fill out a request for equivalency form or they would be removed from the application pool; Sandford replied that while this would certainly solve the issue (and put the onus on the applicant) HR seems unwilling to make the time commitment necessary to make this additional step.

VII. Action Items

1. Formation of ad hoc bylaws revision committee

Sandford and Forde volunteered to be on this ad hoc committee and their membership was approved by acclamation. Sezzi mentioned that particular attention should be paid to the representation model (i.e., proportional or non-proportional) used for determining membership for Senate and Curriculum, in particular.

1. Formation of model syllabus ad hoc committee

No membership was discussed for this committee but various faculty members said they would find model syllabi and send them to Sandford for a future Senate discussion.

1. Addition of consent agenda to future agendas

Sandford discussed the nature of a consent agenda. This is used by both the Curriculum Committee and our Board of Trustees. Items that are pro-forma or that seem to be non-controversial are placed on the consent agenda. The full agenda (consent and non-consent agenda items) will be e-mailed to all Senators no later than 72 hours prior to a scheduled meeting. Items that are on the consent agenda may be pulled by any voting member for full discussion by the body. All other items that are on the consent agenda are voted on as a block, thus saving precious time for discussion of issues requiring more attention by the body. Sezzi motioned that we adopt such a practice for future Senate meetings, Carrasco-Nungary seconded the motion. Motion approved 10-0-0.

1. Senate ratification of committee memberships

A discussion regarding the general malaise regarding faculty signing up for committees this academic year ensued about campus committee memberships was discussed. Few divisions had committee sign-ups at Mandatory Flex Day this past August. Also, Divisions did not meet late last Spring (as they had in the past two years) to have faculty sign up for committees in advance of the next academic year. Sandford mentioned steps that he took last Spring to encourage faculty to sign up for committees, to no avail. Consensus was reached that we need more Division meetings and also a forum to discuss how to get greater faculty participation on campus committees. It was also recommended that a report be developed along the lines of what was done back in Dec. 2011 that showcases faculty membership on committees.

1. President’s Report

VC was selected as a campus for the Online Education Initiative (OEI) and three VC faculty will be evaluating various course management systems (CMS) as a part of VC being in the OEI. The faculty on the CMS OEI review are Stephanie Branca, Nathan Cole and Andrea Horigan. Additionally, the target will be for VC to be a teaching college in the OEI by Spring 2015 but, more realistically, the statewide DE system will not be up and running until Fall 2015. Our FTES as a college is much lower than it should be. Discussion ensued about how to increase FTES, possibly with the addition of a “late Spring” semester in the last 6 weeks of our regular Spring semester. The possibility of a four week summer session was also discussed. The Supported Life Institute will be honoring Steve Turner at their 28th Annual Conference on October 8th in Sacramento.  Steve is being recognized as an outstanding role model for serving students with developmental disabilities. He teaches assistive computer technology at Ventura College and has pioneered classes for students with disabilities. The Classified Senate will be hosting a Snapper Jack’s fundraiser next Wed, Sept. 10 (with deserts provided by the Classified Senate for free in the Wright Event Center from 11:30am-1:30pm). Check your e-mail for the coupon. The VCCCD was awarded almost $1.3 million in Student Equity funds for AY 2014-15. There is a food services survey in your Admin Bldg mailbox. There is a Jobs for Our Future panel discussion being held on September, 11 at 8:00 a.m. in the PAC. The cost is $40 but, little known fact, Cliff Claven from *Cheers* will be there. Sandford spoke of the VC Innovates presentations he attended at VC and at Foothill Technology High School.

1. Senate Subcommittee Reports

Sezzi provided a detailed report about the first Curriculum Committee meeting of this year. MATH V44 is undergoing some revisions and much discussion ensued at Curriculum over representation, goals and the process of technical review of courses.

1. Campus Committee Reports

Kolesnik gave a report from FOG regarding our campus “disc golf” course and what a wonderful asset this is to our community. He also mentioned plans to do a more centralized place for campus memorials (perhaps on benches along Pirate Walk?) as opposed to the random, haphazard and (often forgotten/neglected) memorials placed in various parts of the campus plant.

Algiers reported from the Student Equity Committee that there will be an Equity Summit at VC on Oct 24.

1. Announcements for the Good of the Order

Carrasco-Nungaray mentioned that there at 1800 students on probation. With the passage of SB 1456, students on probation will lose their registration priority and their BOG waivers if they remain on probation. She will report back at a future Senate meeting on the plans Student Services is developing to address students on academic and progress probation. Carrasco-Nungary also mentioned that Transfer Admission Guarantee (TAG) agreements are available ONLY through the month of the Sept; send your students to the Transfer Center for further details.

Wendt mentioned that learning disabilities (LD) testing is back! She also mentioned that the VC Veteran’s Center is now open. Scheduled for Nov. 11 a celebratory opening for the Center will occur.

Sandford, Art mentioned the Gallery, Art opening this evening.

1. Requests for future agenda items

None requested.

1. Adjournment

The meeting was adjourned at 3:28pm.