

**Ventura College Academic Senate
Minutes
Thursday, May 7th, 2015
2:00-3:30pm
Multidiscipline Center West (MCW) – 312**

I. Call to order 2:02pm. The following senators were present:

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	
Hendricks, Bill	Social Sciences & Humanities	BH	X	
Horigan, Andrea		AH	X took minutes for CMC	
Kim, Henny	English & Learning Resources	HK	X	
Kolesnik, Alex	Senate President	AK	X	
Lange, Cari	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	
Joannamarie Kraus	ASVC	JMK		X
Sezzi, Peter	Senate Vice-President	PHS	X	

Guests Present: Rubisela Gamboa (History); Michael Bowen (Math/Curriculum Committee); Mike Pallotto (Campus Police); Karen Engelsen (Student Services);

II. Approval of Agenda: Motion by RF; 2nd by HD. Approved with _____ abstaining.

III. Public Comments: KA presented an update on equity plan - addressed time constraints.

IV: Acknowledgment of Guests: Introductions made by all senators/guests/visitors.

V. Discussion Items:

a. Enrollment policies: PM asked AK to define 'policies'. AK – objective to reach base target. We have a challenge achieving expected 3% growth. Need about 10,000 FTES this year.

Productivity state 525 – we are at 482 for entire campus. College is trying to increase productivity so that we won't lose \$ in the allocation model.

RM: Social Sciences canceled 11 classes. Poor scheduling. Waitlist policy is faulty.

KA: Is productivity per division by campus. She is meeting with Kim Hoffmans to discuss productivity issues.

MCN: What is our enrollment management policy – it is not clear – classes were cut before high school enrollment.

SB: Lack of clear EMP also impacts students.

PM: Students are complaining that their classes are being canceled and this also impacts their financial aid.

PS: Summarized concerns – we need communication and clarity. Need appropriate productivity #s based on the diversity of our programs. The allocation model is faulty – we need to propose a change to the model through DCIS.

RF: Root of problem is money.

PM asks PS to create an action to take to DCIS.

Segued into discussion of block schedule & payment requirement timeline.

BH: Comments that what is happening is contrary to College's Mission Statement.

PS: Suggests creating a top ten list of things that impact students.

b. Faculty handbooks: AK tells senators that they approved first reading in the spring. Some changes needed. Flex requirement list is not what is listed in contract. Who is going to fix this? AK will bring it back to Kim Hoffmans as something under their preview.

c. College Organization: AK discussed rolls and changes to structure of administration. Discussion of policies or lack there of – filling interim management positions.

d. College plans: We did not apply for SSSP for non-credit. PM wants to know where the senate voice is regarding non-credit courses. Curriculum committee (subcommittee of senate) approved courses. Why wasn't there a discussion in Senate? AK will add Non-Credit programs to future senate discussion. PS read from the bylaws that Curriculum Committee can be sole authority.

Michael Bowen: Discussion of bylaws written by Curriculum Committee that will require change in Senate by laws.

Discussion of Student Equity Plan – reminder that the Senate did not sign off on it last year.

AK – oversight that we need to be coordinating all plans fit together.

e. Accreditation: Draft included.

f. Making Decisions document: Motion by PS; 2nd by RF (as to 1st reading). Discussion: AK – classified staff want to add a 9 plus 1 – do we want to include?

Types of committees – there is a need for several more committees

CL reminded Senate that we want a mark of copy for senators to use as a comparison. AK will request baseline copy from Greg's presentation last fall.

KA asked for clarification on arrows in flow chart.

Discussion about professional development – HR will be involved as a requirement to provide services to all.

Send any changes needed to document by Tuesday 8/25 at noon.

Clarity of Brown Act.

PS amends original motion for approval of first reading to review document when we have original version available for comparison. RF 2nds this amendment. Vote: 5-1-2 motion passes (*note: roll call vote was not taken*)

Meeting adjourned at 3:38pm

DRAFT