

**Ventura College Academic Senate
Minutes
Thursday, September 17th, 2015
2:00-3:30pm
Multidiscipline Center West (MCW) - 312**

I. Call to order 2:04pm. The following senators were present:

Senator	Division Represented	Initials	Present	Absent
Algiers, Kammy	Mathematics & Sciences	KA	X	
Beatty, Donna	Mathematics & Sciences	DB		X
Beynon, Sharon	English / Prof Development	ShB	X	
Branca, Stephanie	Career & Technical Education	SB		X
Carrasco-Nungaray, Marian	Student Services	MCN	X (in at 2:51)	
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	
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: Phillips Briggs (IEE); Michael Bowen (Curriculum Committee)

II. Public Comments—None.

III. Acknowledgement of Guests

IV. Action Items

- a. Approval of minutes (3 meetings)—5 minutes
Motion 5/7 by AH; 2nd by HK. Approved (KA, PM, HD and TM abstain)
Motion 8/20 & 9/3 approval by RF for both; second by HD. Discussion: date changed on 8/20 minutes to reflect correct date. Senators suggest two other typo corrections that are made. Approved (KA abstains).
- b. Committee Appointments—5 minutes
Leaving this for now—to be discussed under “Making Decisions” below
- c. 3SPS Plan (1st Reading)—15 minutes

Karen Engelsen is here with a revised 3SP plan that she distributes to the senators. She walks senators through the particulars of 3SP as of today, acknowledging that some categorical groups have still not been met with, etc. To wit: this is still very much in process. In two weeks she should have narrative portion for senators.

Sharon Beynon asks about is it possible to use 3SP monies for field trips with instructional faculty. For example, faculty members who want to take students to a professional performance or cultural event but there is no funding for that. Karen replies that students are paying an increased student activity fee this year which can fund those kinds of events (through Rick's office). But as far as 3SP monies, she replies that they could not pay for any educational experience—it only pays for those specific categories described in 3SP.

PHS asks about follow-up services for at-risk students and whether this can also be available to all students. She replies that our “at-risk” students are everyone. He suggests hours for the library for Sunday; at most universities that is the busiest day at the library. She replies that they cannot pay for staff or tutors.

AK asks about under “assessment” that no discipline faculty are assigned responsibility. He thinks they need to be added, and ESL as well. KE agrees.

AH asks if 3SP can fund textbooks. KE says no but there is funding in the works for next year through the Promise to provide all FYE students with a math textbook and an English textbook. AK asks if she can provide a list of what 3SP allowable expenses are. PM adds that the budget would be good to see as well. KE says she should have that within a couple weeks and she can provide the amount we got last year and this year's anticipated budget.

Motion to approve 1st reading by RF; 2nd by KA. Discussion: PM says she still feels uncomfortable that no committee is working on this and that we are looking at the first reading that is still not complete. KE replies that she put out a notice to those that “served” on the 3SP committee last year about meeting and she did not receive a reply from anyone. So she says that perhaps this workgroup needs to be reformed. KE asks if the senators can come up with a list of 5+/- faculty who would be willing to work on this. PHS says he also feels a little uncomfortable inasmuch as we asked very specifically about the budget—acknowledging this is so much better than what went down last year, but still, he does not see enough for us to even push this past a first reading. Senators asked last time for a budget. Vote: 9-3-0 (PM, AH, and PHS vote against).

d. Program Review (2nd Reading)—15 minutes

CMC asks if any proposed changes were received from faculty—AK & Phillip Briggs reply no, no changes or suggestions. Motion by SB; 2nd by KA. Discussion: PM says it looks a lot better than what we had before. SB asks if the data will go live after this meeting—Phillip replies yes. He says we are still bound by the district to the 12/1 date. Everything must be prioritized within divisions by the end of October. PHS suggests that the evaluation of the program review process should be done in December, not waiting until February of the next year. Phillip replies that there is also a space at the end of the form for feedback. AH has comments from faculty in her department: everyone thinks this is an improvement. She says it is also important to note that in the comments we are speculating—so there is hard data combined with speculation. Phillip replies that this is just an opportunity for the programs to talk about the data; there is not necessarily value judgment being placed on it.

Also, a comment from the Department Chair re: SLOs—only the Department Chairs have access to that data, this is adding another tedious tasks to the Department Chairs. When we are scoring the programs themselves, concern that the scoring is so restrictive—you could be a viable program and score low. Phillip says he has recommended that that rubric being removed; it usually works, but he has also heard that it is very restrictive. Michael Bowen says Kim Hoffmans and he have been discussing that they are finding that TracDat is not the best place to store SLO information. They are toying with the idea of making the SLOs available in Curricunet—this could be an alternative resource for faculty who do not have access to TracDat. AH replies that everyone has access to the SLOs, clarifies that we were talking about the SLO data. AK says that we must move on, that this is not the moment to digress into SLOs. PM says that she is not clear on the piece of the metric about difficulty of finding qualified faculty. PHS explains, using Math & Nursing's difficulties finding p/t faculty. Motion approved unanimously.

e. Equity Plan (1st Reading)—15 minutes

With the departure of Dr. Jefferson, Phillip will be overseeing Equity Plan for the interim. He says he thought this would be coming as a discussion item; he says this is a draft—we still have time if the Board is going to put this on their Dec meeting. KA makes a motion to move this to “Discussion Items”; 2nd by MCN. Approved unanimously.

V. Discussion Items

a. Equity Plan (moved here from Action Items):

Phillip explains a bit about identifying equity gaps. He says the data is in and shows where the gaps are. Idea is figuring out which interventions are going to be implemented and what they will cost. As far as budget goes: we have \$457,000 last year. We don't know what our budget will be this way because the district does not know how they are allocating this (even though they should have done this in July). We are guessing we are going to get about twice the money which would be \$900K+/- . SB asks about what was actually spent last year and Phillip answers that he has not been able to ascertain that. RF asks if the efficacy of any of these interventions has been proven at other schools. Phillip says that the only way the state knows how to help in this is to give schools money. KA puts the budget on the document camera and senators discuss. Phillip says these interventions are being designed by a small committee. They are looking to connect this to program review process, making money available through Equity funding to fund these. AH says that in all cases it is socio-economic status that determines success. We are funding all these other things at the expense of the one thing we already know is at the root: money (i.e. textbooks, laptops, etc). MCN brings up the example of SBCC and their service to historically underrepresented groups. She says this can all be implemented here at very little expense: just the cost of a counselor. Phillip clarifies process-wise how this could be put on the Equity's agenda. PM says that we had an Equity Committee last year but the committee's membership was not consulted, that Dr. Jefferson's voice was the one primarily captured in the last Equity Report. She expresses how frustrated the membership of this committee was that their ideas were not considered. She expresses her hope that under Phillip, Equity will have a “real committee.” Terry expresses that he wants to be on the committee because he has the single largest group of African-American students (i.e. the athletes). KA addresses why Equity Committee was moved to before Senate today; PM explains why that time was so poorly attended earlier today. AK says he will work with Phillip to organize an interested workgroup of faculty to put something together.

b. "Making Decisions" document—10 minutes

AK shows the senators the revised draft and walks through the newest changes. Document has been greatly reduced in size. PM asks about faculty representation on governance committees vs. operational committees and AK explains the differences and how membership is determined on each of these. PM asks about process for forming new committees and AK replies how this occurs (although he cannot immediately locate it in the document so he needs to double check that it has been included). A final version for first reading (at next senate) should be available next week.

c. Ranking of enrollment management concerns—10 minutes

AK says we will do this next time. He will include the list in the next Senate packet.

VII. Consent Items—None.

VIII. President's Report –None.

IX. Senate Subcommittees Reports—None.

X. Campus Committees Reports—None.

XI. Announcements for the Good of the Order

XII. Requests for Future Agenda Items

XIII. Adjournment --at 3:30pm

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.