

**Ventura College Academic Senate
Minutes
Thursday, March 6, 2014
1:30 – 3:30 p.m. MCW – 312**

I. Call to Order at 1:33pm

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	
Diaz, Rosie	ASVC Student Senator	RD		X
Enfield-Martin, Amanda	English & Learning Resources	AEM	X	
Forde, Richard	Career & Technical Education	RF	X	exit @2:00
Hendricks, Bill	Social Sciences & Humanities	BH	X	exit at 2:15
Horigan, Andrea	Social Sciences & Humanities	AH	X	
Kim, Henny	English & Learning Resources	HK	X	
Kolesnik, Alex	Mathematics & Sciences	AK	X	
Morris, Terry or Anglin, Gary	Athletics, Kinesiology & Health	TM / GA	X	
Mules, Ron	Social Sciences & Humanities	RM		
Petitfils, Ryan	Mathematics & Sciences	RP	X	
Sandford, Art	Senate President	AS	X	
Sezzi, Peter	Senate Vice-President	PS		X
Sha, Saliha	Mathematics & Sciences	SS	X	
Wendt, Patty or Paula Munoz	Student Services	PW / PM	PW X	
Zacharias, Mary	Career & Technical Education	MZ	X	

II. Public Comments –None

III. Acknowledgement of Guests –Dr. Greg Gillespie; Stacy Sloan-Graham

Dr. Gillespie acknowledges and thanks senators for their help in looking at the Vision, Mission and Values statement. This VMV work group is meeting again tomorrow so if there is further input from the Senate it can be considered. He offers to answer any other questions Senators may have—there are none. Thanks Senators for their service.

IV. Approval of minutes

- a. February 6, 2014 –Motion by AH, 2nd by RF. No discussion. Vote is 15-0-1 (MZ abstaining). TM did not vote as he was just entering the room as the vote was being taken.

V. Information Items

- a. Enrollment management (Patrick Jefferson)—time certain at 1:45—he is at a

- conference in San Diego and unavailable.
- b. Gov. Code §54953(c)(2): (c) (2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action. AS explains how this will work in Senate with roll call votes for any non-unanimous votes.
 - c. District generated FTES (**attachment**) AS shows senators a “gas guage” type chart of VCCCD FTES for FY14. We are “in the green” which is where we ought to be. He then shows charts for each campus so that senators can see how each campus is doing enrollment-wise. Senators discuss these numbers. MCN brings up to senators the possibility of late start classes (to help students who may not be succeeding in critical transfer classes—ex. English VO1B). Forde brings up that short-term courses and late start classes are not contributing to FTES because these are usually not filled early, but do fill later, closer to the class start date. Senators discuss this briefly and agree it makes sense. BH & AH question why some divisions are being asked to cut classes when we need to grow overall (by net 7%) next year. AK addresses how this taking away/add it back works. TM offers further clarification on this, describing the “box car” system of loading, filling classes. KA suggests that perhaps this is one way of making departments revisit all of their offerings—whether they will cut classes or not—but so at least they are aware.
 - d. Senate dues drive (Sezzi)—Flyers are in the mailboxes now. AS asks senators to please encourage their fellow faculty to contribute to this drive.
 - e. New Senate office MCW 301—AS informs senators of the new senate office in this building/this floor.

VI. Action Items

- a. ISLO Rubrics (Debbie Newcomb & Andrea Horigan) (**attachment**)—time certain at 2:15—DN presents on this topic. Submitted performance, critical thinking, and information literacy rubrics for approval. Top two rows are now standard on all ISLO rubrics. Senators discuss the particulars of the rubric components. DN says it is important for faculty to realize that they don’t have to use every component for every assignment—that these are drafted to be flexible. Motion to approve 1st and 2nd reading of these by PW, 2nd by AH. Discussion: AH explains how the revision process will occur. DN says they will absolutely need people to serve on the committee to devise rubric #5 about diversity et al. Vote is unanimous.
- b. First & Second Reading: VC Vision, Mission, Principles statement (**attachment**)—AS puts this up on the screen for senators to review again. There is a brief discussion about the language of these statements. Motion by AK, 2nd by MCN. CC suggests the change “Listen with intensity...”—HK suggests “intently” is perhaps the appropriate word instead. Vote is unanimous.
- c. College hour (Kammy Algiers) —AS says probably this should be a discussion item. Issue is that there is no time to have meetings, forums, etc. KA suggests a college hour to enable scheduling of all these. Senators are unanimously in favor of exploring the concept of a college hour. Motion by KA to support a college hour, 2nd by PW. AEM brings up that introduction of a college hour begs for the issue of food service to be returned to campus—the two go hand in hand. Senators discuss this briefly. Motion rescinded—this should have been a discussion item on this agenda.

This will be an action item on 3/20 meeting to give senators a chance to check back with their constituencies.

- d. Second Reading: BP/AP 4225 Course Repetition--
- e. Second Reading: AP 4227 Repeatable Courses--
- f. Second Reading: AP 5130 Financial Aid—AK makes motion to approve 4225, 4227, and 5130 (second readings), 2nd by MZ. Discussion: none. Unanimously approved.

- g. First Reading: BP/AP 5500 Standards of Conduct (**attachment**)—AS will forward Tom Dalton’s suggested language on to the DTRW-SS re: because we are federally funded, medical marijuana will be prohibited etc. Senators decide to pull this BP/AP from the list of First Readings to approve in order to allow time for further discussion.
- h. First Reading: BP/AP 5520 Student Discipline Procedure (**attachment**)—AH says that Ron Mules asked her to express his concerns that we not support the discipline procedure as it is so that this can be revisited in concert with the Board. Concern is with the balance of rights of victim and rights of student-perpetrator. No specific proposal at this point: just that this needs much further discussion before a decision/policy is reached. Stacy Sloan-Graham is here to speak to this also. She relates that in her 14 years on campus she has many, many times been verbally abused by students, had death threats made against her. In particular last semester a student failed to turn in something worth 10% of his grade. When she declined to accept his late assignment, he punched a glass window and stalked out of the room. The student went on to additionally threaten and terrorize her; other students in the class were also very scared by his behavior. Upon contacting Campus Police she was first asked if she had “filled out the form” (i.e. the student conduct referral). She had not. Ultimately, no police report was ever generated despite the violence of the incident. When SSG finished, Senators discussed the situation she described and related other campus incidents they had heard about involving violent or potentially violent students. MCN expressed that she agreed that a discussion needed to be had about faculty rights and being able to come to work and be supported and feel safe. AK suggests that maybe the policy is not the problem so much as the way the policy is implemented. KA suggests that senate invite VC Campus Police & David Bransky for an open discussion of this issue. MZ suggests we invite the VC Lieutenant as well as the Interim Chief to the Senate. Senators agree unanimously with this suggestion. Senators decide to pull this BP/AP from the list of First Readings to approve in order to allow time for further discussion.

- i. First Reading: BP/AP 5530 Student Rights and Grievances (**attachment**) Senators decide to pull this BP/AP from the list of First Readings to approve in order to allow time for further discussion.

- j. First Reading: BP/AP 7120-D Recruitment and Hiring Full-Time Faculty (**attachment**)
- k. First Reading: BP/AP 7120-E Recruitment and Hiring Part-Time Faculty (**attachment**)
- l. First Reading: BP/AP 7211 Minimum Qualifications and Equivalency / Unique Disciplines List (**attachment**)—Motion by AK to approve 7120-D, 7120-E, and 7211, 2nd by RP. Discussion: AS reviews the changes made to these BP/AP’s. AK asks a question about the equivalency & pre-screening processes. KA asks about re:

diversity referenced on p. 59. AS clarifies that that language has not been changed.
Vote is unanimous to approve 1st reading.

- VII. Study Session (part II) b. Senate sub-committees review comparing Senate By-Laws and “Making Decisions at Ventura College” document (report back from all senators re: their findings) –HK reports on FSP Committee. She will email details to CC. MZ & AEM report on Sabbatical Leaves (they distribute a handout to senators) that details discrepancies between the documents in question. AS says he and PS recommend taking the Accreditation Senate sub-committee out of the by-laws because all members of the Senate Exec already sit on the campus Accreditation Steering Committee.
- VII. President’s Report –AS has no report.
- VIII. Senate Subcommittee Reports –None.
- IX. Campus Committee Reports –None.
- X. Announcements for the Good of the Order –MCN announces that tomorrow VC counseling will host a high school counselors and career counselors’ conference. They have 75 RSVPs. She enumerates the various topics to be discussed. Invites faculty to join. AH reports on Professional Development’s new Faculty & Staff Colloquium to take place on 5/1/14. An adults-only gathering. A call for proposals is going out to faculty & staff to present. AS reports that Senate is being asked to take over stewardship of retirement recognitions. AH says Senate is also being asked to take back over student department awards. MCN reports that VC turns 90 next year.
- XI. Adjournment at 3:24pm.