



Academic Senate Business Meeting  
Minutes for September 9, 2014  
12:30-1:20, Room 860

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**Present:** A Badgett, A Bewick, M Biddenback, S Bynum, D Chiabotti, D Clemens, M Conroy, A DiFranco, J Dotta, I Dunkle, S Fernandez, W Fried, M Gianvecchio, C Gillis, A Gross, J Hall, F Hancock, K Iwamoto, G Kell, C Kling, E Lara-Medrano, K Larsen, S Lohse, T Madison, K McCann, J McClendon, J McGowan, R Miller, A Moore, K Owens, C Palella, E Quealy, F Quinlan, G Rose, S Rose, D Rosselli, M Salceda-Nuñez, D Saunders, M Shea, E Shearer, M Tran, M Villagómez, J Wachsmuth, N Wade-Gravett, Y Woods, L Yanover

**Absent:** J Amato, D Angelovich, J Ankenmann, B Avila, S Balassi, S Ball, Kate Benscoter, R Bruggemann, S Burns, A Castro, N Chianese, R Della Valle, J Duffy, D Ehlen, D Ellingson, S Fernandez, W Fortier, R Freschi, D Geiger, S Gocke, R Gonzalez, S Grohs, A Guerrero, M Hobbs, B Hopperstad, J Hurtado, M Ignacio, J King, B Kraig, J Liscano, C Luikart, S McCann, R Millay, L Monger, B Moore, L Napholz, R Orozco, M Sanchez, J Stickmon, G Strommen, E Tejada, D Van Deusen, R Villa, E Wade, J Whitmer, E Wilkes, M Williams, C Zyskowski

**Guest:** Terry Giugni, Glenna Aguada, Robyn Wornall

Meeting called to order at 12:31 pm.

**1.0 Welcome**

**2.0 Adoption of Agenda**

Motion to move item 7.2 ahead of 7.1. MSP

**3.0 Approval of Minutes: 8/26/14**

There was concern about listing absentees at the business meetings. President indicated that role was taken to assure numbers when voting and to record any nay votes and abstentions. It was agreed to put the issue on the agenda as a discussion item.

Motion to approve minutes. MSP.

**4.0 Public Comment**

Dr. Giugni said that he needed an approved final draft of the Substantive Change Report to bring to the Board (BOT). It had been left off the agenda by accident. He said that he could also let the BOT know that there were no substantive changes to the draft that was approved at the last meeting of the Senate. The AS President would decide how to handle it.

**5.0 Announcements**

**5.1** There will be an open reception for faculty art on Thursday, September 11 at 4pm.

**5.2** Transfer day is September 10 from 9:30am to 1pm.

**5.3** September 19 is the Napa County Hispanic Network Gala at the Chardonnay Golf Course.

**6.0 Actions Items**

**6.1 Curriculum Packet** – Motion to approve the reactivation of English 203 Poetry Workshop 1. MSP.

**7.0 Discussion/Information Items**

**7.1 Enrollment Marketing** – Enrollment goals are 213 FTES short of what is required for NVC to receive restoration funds totaling \$958,000. Discussion of the possible reasons for drop in enrollment and solutions. Dr. Giugni asked for suggestions.



- 7.2 Budget Update** – The 2014 Adopted Budget with recommendations will be presented to the BOT. Supporting documents outlining the changes from tentative budget to adopted budget will accompany the minutes. Faculty have concerns about changes in the language regarding the percent of the ending balance. Clemens requested that we try to keep the language similar to previous years. Motion to extend time by one minute. MSP  
Questions about expenditures in certain categories, such as books and supplies. Glenna suggested that it was probably not developed correctly in the preliminary budget, which did not correctly reflect the needs.
- 7.3 Accreditation** – E. Shearer said that the first training for writing teams had taken place. Senate committees and other groups around campus are working on identifying evidence. Four faculty members are still needed to work on college mission, student services, and decision-making and governance. There is an accreditation workshop on September 19 from 9am-12noon in the community room.
- 7.4 Accreditation Standards** – Senate committees are working on identifying evidence, so faculty members are still involved in the process. Faculty writing team members are not necessarily the writers.

## **8.0 Reports**

- 8.1 Officer Reports** – A summary of Senate Officer and Committee Chair reports was compiled from the last Executive Committee meeting, updated and sent to all members to provide current information to all members on committee activities.

### **8.1.1 President**

### **8.1.2 1<sup>st</sup> Vice Pres.**

### **8.1.3 2<sup>nd</sup> Vice Pres.**

### **8.1.4 Secretary**

### **8.1.5 Treasurer**

## **8.2 Standing Committee Chair Reports**

### **8.2.1 Academic Standards & Practices**

### **8.2.2 Basic Skills**

### **8.2.3 Curriculum**

### **8.2.4 Faculty Standards & Practices**

### **8.2.5 Learning Outcomes Assessment**

### **8.2.6 Professional Development Committee**

### **8.2.7 Social Committee**

## **8.3 Shared Governance Reports**

### **8.3.1 Budget Committee**

### **8.3.2 Planning Committee**

## **9. Adjournment (1:24 pm)**