



## Academic Senate (AS) Business Meeting

April 9, 2019

12:30 – 1:20 pm, Room 838

### Proposed Minutes

**Present:** S. Anderson, A. Badgett, S. Balassi, S. Ball, A. Bewick, S. Burns, S. Bynum, N. Chianese, D. Clemens, A. DiFranco, T. Downie, I. Dunkle, D. Ellingson, S. Fawl, W. Fortier, M. Gianvecchio, P. Gospodarczyk, A. Gross, R. Guzman, J. Hanson, S. Hitchcock, S. Howard, M. Ignacio, K. Iwamoto, M. Jong, G. Kell, J. Kincheloe, M. Kronzer, E. Lara-Medrano, K. Larsen, S. Lohse, T. Madison, E. Martinez, J. McClendon, N. McEnery, J. McGowan, M. McKeig, L. Monger, A. Moore, B. Moore, C. Nelson, T. Nunley, L. Nussdorfer, C. Pruitt, P. Posada, K. Powell, F. Quinlan, G.S. Rose, H. Scott, F. Smyle, E. Stafford, E. Tejada, C. Trujillo, J. Wachsmuth, E. Wade, N. Wade-Gravett, T. Wegner, L. Yanover

**Guests:** M. Villagomez, Dr. R. Kraft

**1. Welcome**

**2. Adoption of Agenda**

- Motion to approve the agenda with amendment of addressing 9.1.5. Student Success Standards before 9.1.1. Curriculum.
- M/S/P

**3. Approval of Minutes: 03/26/19**

- M/S/P (1 abstention)

**4. Public Comment**

- No comment.

**5. Announcements**

- Poetry Crawl in downtown Napa this weekend.
- Friday is the last day for students to withdraw from their classes.
- Writing Success Center open-house on Thursday, 12pm-2pm.
- Faculty Association general meeting on Thursday, 12:30pm in room 860.

**6. Information Items**

**6.1. Housing Timeline and Process**

- Survey went out to faculty, staff, and students- approximately 600 responses received.
- History:
  - 2017: NVC Board of Trustees (BoT) established need for housing.
  - 2017: Request for qualification completed.
  - 2018: Housing issue put on hold while BoT considered bond issue.
- Timeline:
  - April: housing survey went out, Scion Groups reports to BoT on timeline and process, Scion Group presents financial analysis.
  - May: Open forums & BoT workshop on final report.
  - June: BoT considers potential next steps.
  - August: BoT considers contract with program manager.

## 6.2. Sabbaticals approved for Fall 2019

- Dr. Erin Quealy- Physics Education Research

## 6.3. Implementation of AB 705

- English is expecting success rates to decline.
- Planning & Budget Committee reviewed Institutional Level Set Standards, will keep stretch goals the same.
- Cannot assess before enrollment.
- Concerns about institutional support.
- AB 705 will affect 40+ sections/500 students.
- Every degree goes through English 120.

## 7. Discussion Items

### 7.1. AP 712X Faculty Hiring Process-Full-Time Contract and Full-Time Temporary Positions

- Summary of changes & Revised AP 712X documents presented for second time at Senate.
- Concerns expressed regarding section *III. Job Announcement*:
  - Desirable professional qualifications developed by ASVP portion should include “in consultation with discipline faculty”.
  - Everything in this section should be written by discipline faculty in consultation with Human Resources (HR).
  - HR’s supplemental questions do not help committee make a decision.
  - In the past, hiring committee has requested supplemental questions to include specific language that HR has removed.
- Concerns expressed regarding section *V. Hiring Committee Composition*:
  - EEO representative (rep.) should participate in appraisal and scoring of applicants.
  - EEO training has changed.
  - Discussion regarding if EEO rep. should read and score applicants?
  - Avocation to have broaden EEO rep’s participation.
  - Only one EEO rep should be able to speak as EEO rep on committee.
  - No one will volunteer to be EEO rep. if EEO rep’s role is erodes.
  - Discussion around “Additional Members”/external subject matter experts to be voting members. Request for re-wording.
  - Student representative role.

## 8. Action Items

### 8.1. Second Reading: AS Bylaws Amendment

- Minor edits made in response to feedback.
- M/S/P

### 8.2. Open Nominations for Academic Senate Officer Positions

- Release time for each position reported.
- Voting will take place 4/22 – 4/26 in the 1000 building and in the library.
- Nominations announced:
  - E. Tejada for President
  - N. Chianese for VP II
  - L. Nussdorfer for Treasurer
- Email S. Lohse or G. Kell for further nominations.

### **8.3. First Reading: Bylaws Amendment, Curriculum Committee**

- Discussion regarding a technical analyst for curriculum.
- Discussion regarding dean's vote.
- M/S/P

### **8.4. AP 4231 Grade Change**

- Discussion regarding 3<sup>rd</sup> paragraph of first page, "If the procedure requires..." why the "if" is included. Request to review how this should read according to whole document to see if the "if" is deliberate.
- Discussion regarding same section that "a student first request a grade change from the instructor in writing".
- Discussion regarding section of "Security of Grade Records" and if the Associate Dean of Admissions and Records should make the determination if a grade is changed.
- **Motion to postpone.**
- M/S/P

### **8.5. Curriculum Packet**

- Insufficient time.

## **9. Reports**

- Insufficient time.

### **9.1. Committee Chair Reports**

- 9.1.1. Curriculum — Yanover
- 9.1.2. Faculty Business — Smyle
- 9.1.3. Faculty Coach — Lohse
- 9.1.4. Planning and Budget — Balassi
- 9.1.5. Student Success Standards — Ball

### **9.2. AS Officer Reports**

- 9.2.1. President — Badgett
- 9.2.2. Vice President — Smyle
- 9.2.3. 2<sup>nd</sup> Vice President — Lohse
- 9.2.4. Secretary — Kell
- 9.2.5. Treasurer — Fortier

## **10. Adjourn**

- M/S/P, 1:30 pm