



Academic Senate (AS) Business Meeting

September 10, 2019

12:30 – 1:20 pm, Room 838

Proposed Minutes

1. Welcome

- Meeting called to order at 12:30 pm.

2. Adoption of Agenda

- Motion to approve the agenda with amendment of 7.1. to read “**7.1. Campus Housing –E. Tejada, The Academic Senate will discuss the BOT approval of housing developer.**”
- M/S/P

3. Approval of Minutes: 05/14/19

- M/S/P

4. Public Comment

- The Classified Union President, Valerie Mull, introduced herself and her plan to work together with the AS. AS President extended an open invitation to her to attend all AS Business meetings moving forward.

5. Announcements

- The Equity & Inclusivity committee has partnered up with the Chicano Institute on 10/25 & 10/26.
- Whippet Club National Race Meet 9/21 & 9/22 at Solano College. Dog Show 9/20.
- Union Meeting Thursday 9/12 at 12:30pm.
- Local poet, Jane Mead, passed away last weekend. Jane was on faculty at the Napa Valley Writers’ Conference, and was a former adjunct instructor at the college.
- Sabbatical applications due by 9/30.
- No sign-in sheets at AS Business meetings anymore.

6. Information Items

6.1. Clarification of Faculty Evaluation Teams

- The Lead Coach of a faculty evaluation team is a member of the Faculty Evaluation Committee (FEC), they will not be from the same division as the evaluatee.
- The other 2 coaches on the team are not (usually) members of the FEC but are either in the same division or a related field to the evaluatee.
- If team member can’t make a meeting, the team can continue to meet without them.
- Thank you to everyone who turned in your contract evaluation forms on time.

6.2. Priorities of the Academic Senate based on survey results

- Document presented of survey results and rankings, 68 people took survey.
- The priorities of the AS this academic year will be:
 1. Hiring of Vice-President of Academic Affairs

2. Creation of Faculty Handbook
3. Transition from CurricUNET to Course Leaf
4. AS Bylaws Revision (not to change structure but to make language more precise)
5. Curriculum Committee Handbook Revision (Spring 2020)

7. Discussion Item

7.1. Campus Housing

- BOT approved preliminary agreement for research- Phase 1.
- Agreement will be located on the AS Business meeting webpage after this meeting.
- Phase 2 is design, board would approve in 2021.
- The proposal is below market housing for students, possible NVC faculty and staff possibly Napa Unified faculty.
- Related to “community need” in the mission.
- Project is being financed through a 501C3.
- No tax money is being used for the bond or project.
- NVC is liable for Pre-Development Expenses incurred by Martin Group (up to \$50,000) if this project doesn’t move forward.
- Concerns expressed:
 - Why didn’t this project go through the Planning and Budget process?
 - Where will this \$50,000 come from in the event that it needs to be paid?
 - Where will money come from to fund: Administrator of Campus Life, Library hours extension, 24-hour campus police/security, etc?
 - How was research conducted and is it valid?
 - Will DAS be separate from new 501C?
 - Who controls the land lease?
 - What is the impact on potential local bond?
 - College is relying on future state bond money increasing.
 - Why did the narrative change regarding this project not generating revenue, then to breaking even, now to costing money if project doesn’t go through?
 - This is similar to NAVCO land lease from the past, did not end well.
 - How does this project addressing renewing the campus?
- Proposal to form a resolution stating the faculty position as a whole to report to the BOT.
- A resolution would start the conversation between faculty and the BOT.
- A resolution will be coming to the next AS Business meeting for discussion.

8. Action Items

8.1. AS Committee Assignments 2019-2020

- M/S/P

8.2. Curriculum Packet

- M/S/P

8.3. Contract Evaluation Teams

- M/S/P

9. Reports

9.1. AS Committee Chair Reports

9.1.1. Curriculum

- Email coming soon regarding faculty authors.

9.1.2. Faculty Business

- Faculty Hiring Procedure document is under discussion at FBC for action, then will come to the AS for action.
- This document was discussed at 2 AS Business meetings last year, hope to have this in place by spring.

9.1.3. Faculty Evaluation (FE)

- Topic of discussion at next FEC meeting (10/15) will be regarding modifications to FE forms.
- Tenured Evaluation 1st Meeting form is due this Friday, 9/13.

9.1.4. Planning & Budget

- None.

9.1.5. Student Success Standards

- Committee is reviewing feedback regarding BP/AP 5070 Attendance after campus review.
- Committee will begin revision to AP 5530 Student Rights & Grievance.
- Committee reviewing Admissions policies at next meeting 10/14.

9.1.6. Professional Development (PD)

- Thank you for participating in the Flex Day surveys, feedback is being reviewed to improve future Flex Days.
- Minor edits have been made to the PD Guidelines document which is now called the Criteria and Process for Faculty PD. This document is live on the PDC webpage.
- Committee is working on revising and streamlining the PD process.
- Change of guards- all PD requests should go to Liz Rivera in AS office or Christa Trujillo.

10. Adjourn

- M/S/P, 1:14 pm