Academic Senate Executive Committee
Meeting Minutes for April 5, 2011

12:30-1:20, Academic Senate Office, Room 841

Members Present: Dave Angelovich, Steve Balassi, Maria Biddenback, Sheryl Fernandez, Stephanie Grohs, Ann Gross, Julie Hall, Fain Hancock, Michelle Hobbs, Jennifer King, Mary Shea, Erik Shearer, Nadine Wade-Gravett
Guests: Amanda Badgett

1.0 Welcome and Call to Order (12:32 p.m.)

2.0 General Announcements –
S. Balassi announced that Sue Nelson would be gone for two weeks, starting Thursday, April 7th.

3.0 Public Comment –none.

4.0 Adoption of Agenda -msp (A. Gross)

5.0 Approval of Submitted Minutes for March 1, 2011 -not distributed. Will be available next meeting.

6.0 Discussion Items

6.1 Follow-Up on Faculty Hiring Procedures (E. Shearer):
Erik notified faculty that the process has been forwarded to get a legal opinion. If we do not have the results, it will be possibly presented at the following Senate meeting. Erik clarified the differences between Senate meetings and Faculty Hours. He also reminded faculty that personal attacks are not permitted in Senate meetings. Faculty Standards and Practices will work on wording that will allow faculty expertise to take precedence in hiring process. The process must have evaluation/benchmarks built in. It was discussed and questioned as to how we balance diversity without quotas within the hiring committees and in the hired faculty. It was reinforced that faculty must play a major role in the hiring process. A standing hiring committee was also discussed.

6.2 Senate Elections:
Nominations close at Tuesday’s Business meeting. Ballots will be available for one week. Roles will assume June 1st. Ann Gross has been nominated for President, Nadine Wade-Gravett for 1st Vice President, and Julie Hall for Treasurer. Any other nominations should come forward at the business meeting.

6.3 Committee Assignments:
Committee chairs need to submit to Erik, by May, any lingering or upcoming issues that new chairs will need to address. All committee assignments will be made by next month. Erik also presented the possibility of a representative Senate. This topic will be discussed in May.

6.4 Plenary Resolutions:
Discussion focused on the distinction between credit, non-credit, community education, faculty
responsibility, and Academic Senate responsibility. Questions also surfaced regarding connection between community education development and the budget and planning process.

7.0 Reports

7.1 Officer Reports
7.1.1 President
E. Shearer will be attending the Plenary Session and needs a representative to attend the BOT meeting.
7.1.2 1st Vice President: no report.
7.1.3 2nd Vice President: no report.
7.1.4 Secretary: no report.
7.1.5 Treasurer: no report.

7.2 Standing Committee Chair Reports (See attached)

7.3 Shared Governance Reports (See attached)

8.0 Next Meeting
Tuesday, May 3, 2011
12:30-1:20, Academic Senate Office (841)

9.0 Meeting Adjourned: 1:30 -msp (A. Gross)

Minutes respectfully submitted by Nadine Wade-Gravett.
I. Standing Committee Chair Reports

- **Academic Standards & Practices**
  No report from the Academic Standards and Practices Committee.

- **Basic Skills Initiative**
  - S. Lohse reported that the ICTCM conference she attended was a great success. She gained knowledge about course redesign that she hopes to implement in the near future.
  - Mandatory Math placement testing has been suggested, along with a “math mini boot camp” to prepare students for the test. Discussion also included the viability of requiring all or some of our basic skills math classes to complete a mandatory module in the math center. It was suggested that we might pilot the idea with a few classes. Concerns were raised about the inadequacy of the math center computers, as there are too few computers to handle the current need and many of those that are there are quite old and slow.
  - 3 of the 6 ENGL 85 ELC links to the writing center have been replaced with an online component for the Fall 2011. In the following spring none of the ENGL 85 classes will have this link, rather the emphasis will be on ENGL 90 and 120. The Puente program will now have a link to the writing center.
  - The de-linking of the ENGL 85 classes should provide an increased BSI budget for the coming year as the BSI budget was supporting the re-assigned time for these links.
  - Discussion continued on visiting Chaffey College to gather information on their “Student Success Centers”. The committee feels the trip would be informative and falls well within the parameters of the committee guidelines, but will need to find out if there is administrative support for the travel.

- **Curriculum**
  The curriculum committee reviewed and approved items related to SB 1440 in March. The 1440 packed will be voted on by the BOT’s and AS next week. We also had discussions about repeatability, programs in general, new program/certificate process, and the SB 1440 process for next year. The Curricunet migration is moving a bit slower than we would like. We plan on having Curricunet training at the May CC meeting.

- **Faculty Standards & Practices**
  We attended a faculty forum to discuss the proposed revisions to the faculty hiring procedures. Based on that discussion, we met on 4/5 to develop some minor revisions to bring to the next general senate meeting. We finalized the rationale for allowing emeritus faculty members to retain their campus email addresses for two years following retirement. We’re not sure where in the pipeline the rationale paper is – need to follow up on that. We’re developing the part time faculty hiring procedures.
• **Learning Outcomes Assessment**
  The Learning Outcomes and Assessment Committee Report
  The meeting for March had to be rescheduled; however, the co-chairs met with the Learning Assessment Coordinator to discuss the present status of learning outcomes and assessment at NVC and the 2012 deadline. The co-chairs met with Erik to transition into the duties of LOAC. I have some additional information concerning the 2012 deadline.

• **Professional Development Committee**
  No Report

• **Social Committee**
  The social committee canceled the winery event before spring break due to a paperwork oversight. A chili cook off is planned for April 14 12:30 in the Glade for all staff and faculty. We plan to help out for the classified appreciation event.

• **Student Standards & Practice**
  No report from Student Standards and Practices Committee. Betty Hopperstad

II. **Shared Governance Reports**

• **Budget Committee**
  The Budget Committee did meet on March 14th. Minutes have not yet been distributed. Obviously the events of last week at the State Capitol do not look good for next year’s budget.

• **Planning Committee**
  o Draft of preliminary strategic goals developed and presented to the BOT on March 10, 2011
  o First of three open forums held on March 24 with public comments received on the preliminary strategic goals
  o Zoomerang survey set up for completion by April 14, 2011
  o BOT meeting on April 14, 2011 for comments and recommendations of preliminary strategic goals