



Business Meeting
November 22, 2022
12:30 – 1:20 pm, Via Zoom
<https://napavalleyedu.zoom.us/j/94886895267>

Minutes

This meeting will be conducted virtually pursuant to Government Code section 54953(e)(1)(A) and the Memorandum from Napa County Executive Officer Minh C. Tran and Public Health Officer Karen Relucio, M.D., dated September 27, 2021, regarding Recommendation for Continued Remote Attendance at Brown Act meetings.

1. Welcome (1 min)

- Meeting called to order at 12:32 pm

2. Adoption of Agenda (1 min)

- M/S/P- 25 ayes

3. Consent Items (3 mins)

3.1 AB 361 Conditions for Virtual Meetings

The Academic Senate (AS) will acknowledge the AB 361 conditions have been met. This item must be placed on the agenda to be reviewed every 30 days.

3.2 AS Business Meeting Minutes 11/8/22

+Attachment

Approve the minutes from the 10/11/22 Business Meeting.

4. Public Comment (1 min)

- None

5. Announcements (3 min)

- Curriculum Office Hours: 12/1 from noon to 2 p.m.

6. Action Items (15 mins)

6.1 AS IEPI Professional Learning Committee Bylaws 2nd Reading - Tejada

+Attachment

AS will approve the 2nd reading of the AS IEPI Professional Learning Committee Bylaws as recommended by the AS Executive Committee.

- M/S/P- 26 ayes

6.2 Spring 2023 Flex Day Agenda- Tejada

+Attachment

Approve the Flex Day agenda as recommended by the AS Executive Committee.

- M/S/P- 26 ayes

6.3 Student Equity Plan 2022-2025- Dr. van Leeuwaarde Moonsammy +Attachment

The AS will take action to endorse the Student Equity Plan.

- Faculty expressed concerns regarding the tone of the report, often negative and that organization needed improvement for clarity.
- Faculty suggested wordsmithing to clarify what is meant in the report.
- Question asked as to whom the target audience of report is.
- M/S/P- 28 ayes, 2 abstains, 1 nay

6.4 Curriculum Packet- Anderson +Attachment

Approve the Curriculum Packet as recommended by the Curriculum Committee.

- M/S/P- 31 ayes

7. Information Items (5 mins)

7.1 AS President's Report- Tejada

AS President will report on IEPI Grant status and policy approval process (transmittal) update.

- IEPI Taskforce is preparing for 3rd visit.
- Working with classified and administrative senates on Governance Institute.
- CRP and DE are still at work.
- Policies went out to transmittal and are still collecting input due by Nov. 28.

8. Discussion Items (10 mins)

8.1 Academic Affairs Council (AAC) Report- Tejada/McGowan/Anderson +Attachment

AS representatives will report to the Senate the actions of the AAC with regards to the current resources from the state.

- NVC has received a 1-time disbursement of state funds to be used for instructional support equipment.
- AAC is prioritizing list of resource requests from Program Review Report 2019-2022, associated unit plans, and emailing PCs for recent needs.
- Prioritized list will be brought to Senate for endorsement.

9. AS Committee Chair Reports (11 mins)

9.1.1 Faculty Business Committee- McGowan

- Reviewing policies and procedures to make recommendations on. Reviewing the Part-time Faculty Hiring Procedure to complete in the Spring.

9.1.2 Student Success Standards Committee- Kincheloe

- Not present.

9.1.3 Curriculum Committee- Anderson



- We are extending our subscription to CurricUNET until 1/31/2023 to allow for an orderly transfer of data to CourseLeaf. Until then, faculty can still access it at: <http://www.curricunet.com/napa/>. All of these records have already been downloaded to an external server.
- We are continuing to transfer some fields from the approved CORs in CurricUNET to the new forms in CourseLeaf. This will take some time. We have more than 250 active courses and each will need to be manually reviewed by our Curriculum Analyst. Until this occurs, you may notice the Methods of Instruction, Methods of Evaluation, DE approvals, and Textbooks are not showing up in CourseLeaf. Courses that have already been reviewed should say "Edited" in the status in CourseLeaf.
- Faculty are invited to submit any new submissions through CourseLeaf at: <https://nextcat.napavalley.edu/courseadmin/>
- If you need to modify an existing course in CourseLeaf, please reach out to Katherine Rhyno first to make sure that you are editing the complete approved version of the COR.
- The deadline for submissions for this curriculum cycle is January 23

9.1.4 Planning & Budget Committee- Wood

- New chair is getting oriented for position.

9.1.5 Faculty Evaluation Committee- Chianese

- FEC workgroups have been working on updates for the Evaluation Process, Administrative Evaluation Process, and student surveys.
- Collecting final forms for end of semester.

9.1.6 DE & ET Committee- Pruitt

- Not present.

10. Adjournment

- Meeting adjourned at 1:16 pm
- M/S/P