

Academic Senate SBVC	AD/SS 207 3:00 - 4:30
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Minutes of February 1, 2012

Time	Topic	Discussion	Further Action
3:02	Call to Order		
	Approval of Minutes from 1/18/12		Motion by P Buckley for approval of the Minutes of Jan 18 2nd by J Notarangelo, Voice Vote - Ayes unanimous.
	President's Report	J Stankas read his report (see attachment) consisting of; Transition Time, Evaluations, Advancement in Rank, Committee Assignments, Scheduling and Instructional Integrity.	
3:20	New Business	<p>Program Review Chair Selection - J Stankas described the current procedure for selecting Prgm Rev Chair which is to elect a new Chair (for the forthcoming academic year) on the final meeting date of the Spring Semester. C Huston (communicated through J Stankas) recommended a change in this procedure for the following reasons; 1) the necessity of the Prog Rev Chair to attend Acad Senate Meetings, 2) since the Prgm Rev Chair position carries a 0.2 FTE re-assign time it would facilitate scheduling for this person if their identity was known before the Fall Schedule was finalized. As a comparison J Stankas highlighted the current procedure for electing a new Curriculum Comm Chair (see section on Pres Report). C Huston suggested that the Prgm Rev Chair be elected using a similar process. If the election process of the Prgm Rev Chair is to be determined in a manner similar to Curriculum Chair, a change in the AS By-Laws will be required which will require a vote in the Senate. J Stankas also stated that such a change would also necessitate involvement of the College Council for approval since this is a shared committee. J Stankas recommended that if such a change is deemed desirable, a motion at the next AS meeting should be made indicating the parameters of the change. Y Lee enquired about other recommendations from C Huston. J Stankas stated that C Huston also recommended that the position of Prgm Rev Chair be open to all faculty. P Buckley pointed out that the current selection process is similar to the operation of most Boards. J Stankas added that, state-wide there doesn't seem to be any one process for the selection of Prgm Rev Chair.</p>	

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	New Business cont.	<p>Advancement in Rank - (see attachment). J Stankas reviewed the memorandum that was emailed to the faculty concerning this process. J Stankas suggested that anyone planning on nominating a faculty member should probably interview them in order to acquire the relevant information for the letter to the Advancement in Rank Committee concerning a nominee. L Hector recommended that in addition to identifying evidence of professional growth or service to the college, the dates of related activities should be included. W Chatfield stated that it would also be informative to include the contract obligated committees a nominee served on, as well as those committees outside of the contract that the nominee is serving on. J Stankas and L Hector volunteered their time to be a resource for reviewing letter of nomination. J Lamore enquired about the cut scores for Associate Prof and Professor positions. J Stankas stated that informally, in the past the cut score for Associate Prof was 80 to 85%, and the cut score for Professor was 90% but that these cut scores were open to change by the Adv in Rank Committee.</p> <p>Rosters, Grade Submission, and Drop Dates - D Angelo presented information in regards to several questions about the aforementioned topics. Pre-requisite fulfillment was described, some area fulfillment is by enrollment and successful completion of a specific course, in other areas an sufficiently high assessment scores required. Currently the registration system assumes that a student enrolled in a required pre-requisite course will be successful in that course. On the official class roster such a student is identified by two asterisks (= pending pre-requisite). When said student is identified as not being successful in a pre-requisite course at the end of the semester, the student will have a single asterisk after their name on the course roster (= pre-requisite has not been met). At SBVC, the college does not drop students who have not met the pre-requisite. It is therefore up to the instructor's discretion as to whether the pre-requisite is to be enforced. P Buckley enquired about a situation where a hypothetical student passed a class without fulfilling a pre-requisite; will any action be taken on this student? D Angelo indicated that there will be no action in this circumstance. Some additional discussion about foreign transcript evaluation occurred. J Gilbert asked about the existence of a mechanism to automatically drop students who have failed to meet the pre-requisite requirements from a roster. D Angelo stated that currently there is no mechanism at SBVC. J Stankas asked whether instructors can drop students (w/o the necessary pre-requisites) before the start of the class. D Angelo indicated that</p>	

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	New Business cont.	<p>Rosters, Grade Submission, and Drop Dates cont. - currently faculty cannot drop students before the first class meeting. M Ikeda asked to confirm that in cases of classes with both a pre-requisite and co-requisite there is no indication of students having these deficiencies on the roster. D Angelo confirmed this problem. Y Lee enquired about situations where students who assessed into a high level reading class, self selected to take a lower level class. D Angelo recommended that the best judgement of the instructor of record might be the best decision maker for particular cases like these. Some additional discussion concerning the lack of an automated system for dropping students who don't meet the required pre-requisites occurred. J Stanskas prompted the senators who are interested in investigating the feasibility of making this process automated propose a motion to facilitate this investigation. Transition to Web Advisor from Campus Central - course grade posting will occur through Web Advisor in the near future (see attached) and D Angelo took the Senate through the process. Some advantages using Web Advisor were; 1) quick verification of grade submission, 2) partial submission in a class (for situations where a failing student needs an advance posting of an F in order to facilitate repeat registration in the class the following semester). Training, by various avenues, will be occurring in the near future. R Pires asked about incompletes and grade changes. D Angelo stated that incomplete can be submitted but the required form will still need to be completed that accompanies an incomplete. Grade changes cannot be made through Web Advisor.</p> <p>Discussion about the Motion - J Lamore voiced the preference of having control over dropping of students, due to ambiguities that may arise in the interpretation of pre or co-requisites or other special situations that might arise. S Briggs stated there may be a way to rectify a mistaken drop by the computer through a petition in the Division. C Schwartz cautioned about checking for consistent labeling of pre-requisites in college catalog, on-line schedules, etc.</p>	<p>Motion to direct the Academic Senate President to bring to the attention of the President, and appropriate District Personnel, the possibility of the automation of dropping the students w/o appropriate pre-req at the time of grade submission and to resolve the pre-req and co-req problems in registration by A Aguilar-Kitibutr. 2nd by S Briggs Voice Vote - Ayes unanimous.</p>
4:15	Old Business	<p>Board of Trustees Study Session - J Stanskas briefly reviewed the events at the study session in regards to the presentation on Student Success that resulted from the dialog that occurred at the Jan 18 Senate meeting. J Stanskas reiterated to the Board the necessity for additional faculty and counselors. He also eluded to identifying a potential source of funds observed in VC Ng fiscal outlook presentation.</p>	

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4:19	Committees	Ed Policy - no report Student Services - no report Personnel Policy - no report CTE - no report Financial Policy - no report Equity and Diversity - no report Legislative Policy - no report Elections - no report Basic Skills - no report Curriculum - no report Program Review - no report Professional Development - no report	
	Additional Reports	College President's Report - Interim President Buckley presented his professional background prior to Valley College. He emphasized his student centered vision throughout all his positions, and his belief in the mission of the Calif Community Colleges. He extended his welcome to all in listening to faculty, staff, and students. Summer Sessions (3) is currently being planned at 102 sections. Sabbatical applications were received (two) and are being processed. Some remarks were made about the problems associated with hiring Nursing faculty. Interim Pres Buckley also recognized the appointment of Haragewen Kinde to Interim VP of Instruction. SBCCD-CTA - P Buckley announced that the Union is still preparing for remediation over the issues of adjunct faculty and Dept Chairs. He also observed some more openness in discussions with the District about these points. District Assembly - no report (next meeting Feb 7th)	
	Public Comments	W Chatfield made remarks about the turn around in the economic outlook nationally, and some pick up in employment locally.	
	Announcements		
4:31	Adjourned		