Members present: Steven Balassi, Stephanie Burns, Shawna Bynum, Dianna Chiabotti, Susan Engle, Stephanie Grohs, Ann Gross, Julie Hall, Rob Miller, Rebecca Scott, Erik Shearer, Walter Unti, and Nadine Wade-Gravett.

Member absent: Michelle Hobbs.

1. Welcome

2. Adoption of Agenda -msp

3. Approval of Minutes from 12-1-09 -msp

4. Public Comment -none

5. Action/Discussion Items

5.1 Committee Terms and Size
Well move forward for approval in March. Chairs of committees need to submit to the President a range of numbers - being mindful of the expected decrease in the number of faculty members available to serve.

5.2 Attendance Policy
Change proposed to include language that indicates that students who do not attend the first class meeting may be dropped.
msp – language includes deletion of lines about calling instructor.

5.3 Flex Day Main Topics
No discussion

5.4 Division Chair Structure vs. Dean Structure
Issue tabled.

5.5 Summer Schedule
Instruction Council determined priorities for summer school.
-1\textsuperscript{st} CSU A&B or 1, 2, 5 IGETC
-2\textsuperscript{nd} CSU C&D and 3,4 IGETC
-3\textsuperscript{rd} SCU E – languages other than English
-Vocational programs in progress will be given priorities.
-Intent is to not wipe out offerings in Fine and Performing Arts and Physical Education.
-Basic Skills.
Office of Instruction will be looking at how each class proposed meets the requirements. 4,272 hours needs to be cut. It needs to be noted that these are summer school priorities only.

5.6 Senate Scholarship
Faculty Senate generally donates $1500 to scholarships. Faculty Senate is supportive of 3/$500 scholarships.

5.7 New Late Add Form
Form is in place.

5.8 NVC Animal Policy
Faculty Senate does not see the need for the recommended policy. Existing policy and laws are sufficient.

5.9 Administrative Evaluation of Faculty
The Senate Executive Committee has concerns that the current process and language lack standards and criteria for evaluation.

6. Consent Items

6.1 Janet Stickmon replaces Terry Woodward on Faculty Standards and Practices Committee

7. Reports

7.1 Shared Governance Committee Chair Reports

7.1.1 Budget – Walter Unti
No report

7.1.2 Planning – Stephanie Burns
There will be a joint meeting with Budget Committee on February 19th at 12 p.m. in Room 1340 for the PEP forum. The eight programs that participated in PEP in 2009: MESA, Napa Valley Cooking School, Humanities, Philosophy, Chemistry, Anthropology/Geography, and Cosmetology.
The meeting (Friday Feb 5th) will be for reviewing the NVC plans and discussing the ACCJC report on our accreditation.

7.2 Officers Reports

7.2.1 President – Shawna Bynum
Curriculum Adhoc – It is important for faculty to get feedback to G.Bell
A reminder to all committee chairs that NVC’s Mission, Values, and our
Strategic Goals should drive our priorities on Senate Committees. Let Mon know if you want a copy for your office and/or to hang in your meeting room.

Next year’s Senate Handbook is in the works; suggestions for improvement are requested. One suggestion was to not print hardcopies since committee members get moved around and hardcopies get outdated; the online version is the most current.

Due to complaints about secondhand smoke, the question arose in regard to having a more restrictive policy. There were favorable and non-favorable voices for a policy on this issue.

Individual meetings will be set up with committee chairs. The purpose is to gather committee information and review bylaws as there will be proposing changes.

It has been established that there is a need for articulation practice and policy. E.Shearer and N.Wade-Gravett will be drafting up a proposal for the next Executive meeting.

7.2.2 1st Vice Pres. – Erik Shearer
No report

7.2.3 2nd Vice Pres. /FCC Report– Rebecca Scott
For the Contract Evaluation Process
Many contract faculty are involved in making faculty observations this semester. Evaluation teams should be guiding their evaluatees on making observations decisions based on building abilities and skills.

For the FCC
Evaluations are on track. Lead coaches are having their third meeting by February 15th.

7.2.4 Secretary – Nadine Wade-Gravett
No report

7.2.5 Treasurer – Julie Hall
As of January 31, 2010, the Academic Senate Dues account balance is $1,738.91.
With anticipated monthly deposits until May 2010, the estimated projected balance as of May 31 will be $2,476.91.

7.3 Standing Committee Chair Reports

7.3.1 Academic Standards & Practices– Stephanie Grohs
The following Multiple Majors Policy, drafted at the Committee’s November meeting, was distributed to Lauralyn Bauer and Maricel Ignacio for comment. Lauralyn Bauer responded that there was full consent and support from the Counseling Division to adopt and publish it in the catalog. Maricel Ignacio from Financial Aid/EOPS responded positively as well. The
following statement was approved by unanimous vote. This policy statement represents current practice.

Multiple Majors: Students can complete the requirements for more than one major upon graduation, providing that all requirements are met for each major.

7.3.2 Curriculum – Steven Balassi
All curriculum will be approved by the AS and BOT in April. There are two subcommittees. One is working on the catalog and the other is looking at the courses under the new GE descriptions.

7.3.3 Faculty Standards & Practices – Ann Gross
Committee is working on Hiring and Ethics Policy.

7.3.4 Learning Outcomes Assessment – Erik Shearer
No report

7.3.5 Professional Development – Rebecca Scott
Make sure to fill out the four question Zoomerang survey that will determine topics of upcoming Flex Days.

7.3.6 Social Committee – Susan Engle
No report

7.3.7 Student Standards & Practices – Rob Miller
Committee will be discussing the disruptive student policy this month along with the current smoking policy..

8. Items for Next Meeting

8.1 Spring meeting dates: March 2, 2010
April 6, 2010
May 4, 2010

8.2 Future meeting topics

9. Adjournment
Meeting was adjourned at 1:30 pm.