

**Woodland Community College**  
**ACADEMIC SENATE**  
**Minutes – February 15, 2013**

<input checked="" type="checkbox"/> Monica Chahal (President)	<input checked="" type="checkbox"/> Kevin Ferns (Language Arts)	<input checked="" type="checkbox"/> Talwinder Chetra (Math and Science)
<input checked="" type="checkbox"/> Matt Clark (Vice President/at large)	<input checked="" type="checkbox"/> Nancy Clavere (Adjunct)	<input type="checkbox"/> Pat Wheeler (Adjunct, at large)
<input type="checkbox"/> Greg Gassman (Social Sciences)	<input checked="" type="checkbox"/> Jesse Ortiz (Student Services)	<input type="checkbox"/> Donna McGill-Cameron (Business and Vocational Ed.)

Guests: P. Johnson, J. Shah, J. Foster, K. Carabajal, A. Konuwa

Call to Order at 1:13 pm

**I. Approval of Agenda as amended (Clark/Ortiz)**

**II. Public Comment**

- A. Ortiz distributed a flier for College Awareness & Career Day for incoming high school seniors and their families and AVID members. He is soliciting faculty buy-in. It is tentatively scheduled for Saturday, 5/11/13 in the morning. Student Services is initiating this because of the lack of awareness of our college among many community residents.
- B. Ortiz feels we should be doing a better job of diversifying our faculty. He would like to propose that the current openings in psychology and math be advertised as English/Spanish bilingual-preferred positions.
- C. Chetra states that evening hours for test proctoring is not possible for many students because night test proctoring ends at 7. Students who need extra time would need to begin taking a test at 3 or 4, not in the evening.
- D. Chetra believes we need to make a greater commitment to SLOs in light of the accreditation findings.
- E. Chetra feels that we should be dedicating more time and resources to IT since it was part of the accreditation process.
- F. J. Foster announces that ASWCC is starting a newsletter and blog in order for students to better communicate important club and school information.
- G. Chahal announces M. Dean would like to attend some classes and take photos for our publications. Email her at [mdean@yccd.edu](mailto:mdean@yccd.edu) if you have a class and are interested in contributing to this outreach effort.
- H. Ferns states that a member of his division is requesting that we begin offering Saturday classes as we have in the past. This is being taken up with the scheduling committee.
- I. Ortiz states that the CalWORKs full time employee resigned last May and that we may have to return \$26,000 due to the fact that we have not hired a new person to replace them. A. Konuwa acknowledges the delays and hopes that the Board will be able to approve this position by the Board meeting in April and that this money will not be lost.

### III. President's Report-Chahal

- A. DCAS. AP5075 will be discussed in a future Senate meeting. In particular, we need to answer the question as to when the cutoff date should be to determine when students can still add a course during the semester.
- B. At the 2/14/13 Board Meeting, the trustees expressed concern regarding the progress made regarding the ACCJC recommendations regarding accreditation.
- C. Chahal and Clark met recently with D. Houston on the topic of realignment and campus climate. He indicated that he would postpone a recommendation to the Board if necessary. Even if a recommendation is made soon, we would analyze the situation for a year before implementing it. Regarding campus climate, the AJ consultant, originally slated as a YC position, will now be a District responsibility and WCC will benefit from the hiring of that position. Also regarding campus climate, D. Houston will be soliciting faculty and staff input when evaluating presidents, vice presidents, and the chancellor.

### IV. Vice President's Report-Clark (Attached at end of minutes)

- A. D. Houston noted at the last board meeting that the accreditation report from WCC was better written and more effectively organized than that of YC.
- B. Committee Assignments. On the Student Success/BSI Committee, G. Galamba will fill the ESL vacancy. By Senate show of hands, D. Bahneman is appointed to the adjunct seat, and R. Robinson is appointed to the at-large position.
- C. For the Student Discipline Committee, M. Moreno and J. Shah are appointed by a Senate show of hands.
- D. College Council. We need to address the current committee membership in a future Senate meeting due to the changing nature of job positions by some of the members.
- E. Funding and support for Diversity Committee efforts will be discussed at the next Senate meeting.
- F. Supply budgets will be discussed at the next Senate meeting.

### V. New Business

- A. Elections Update. Congratulations to C. Latimer, who will serve as the Student Services representative on the Academic Senate for 2013-2016. Ballots have been distributed to all WCC adjunct faculty members to fill the WCC Adjunct Faculty Senator role for 2013-2016. Ballots are due by 5:00 p.m. on Monday, 2/25, in the ballot box in the mail room. Nomination forms have gone out to all full time faculty for the At-Large senator position for 2013-2016 and should be submitted to Ferns by 5:00 p.m. on Monday, 2/25.
- B. Accreditation Update. A. Konuwa reports that the accreditation steering committee has a lot of work to do from now until June in crafting a response to the ACCJC recommendations. He would like a member of the Senate to participate on a small subcommittee of the steering committee, which will develop a plan for approval by the Board. This needs to be done by June so it can get approval by the Board and then send the plan to the ACCJC by October 2013. The work must be done by October 2014. Ferns volunteers to work as liaison on the professional development/technology recommendation with this subcommittee. Clark and Chahal will serve as liaisons for the other three recommendations on this subcommittee. Ortiz reports confusion within the student community as to what a "warning" on the accreditation reports means. Chahal will work with students, faculty, and administrators to develop a message of explanation for all.
- C. Student Success/BSI Update. The Student Success/BSI committee will meet on March 1.
- D. Program Review Deadline Change.

➤ **Motion: Move the Program Review deadline to October 15** (Clark/Ortiz M/S/C).

E. Faculty Staffing. The math position is currently being advertised. The psychology position is open internally and will go external if no District employees elect to transfer.

VI. Meeting Adjourned-3:02 pm (Chetra/Clark)

Vice President Report  
February 15<sup>th</sup>, 2013

**1. Committee Assignments –**

- Student Discipline (2 FT)
- DE Subcommittee of Curriculum (1FT)
- LAC (1 FT from FaLaHum)
- Diversity (1FT, 1 Adjunct)
- Student-Success/BSI – (1 FT each from English, Math, ESL, Social Science, CTE, Student Services; 1 Adjunct; 1 at large)

**2. Curriculum Report –**

- Workflow through CurricUNet continues to be a work in progress, but committee is moving through work in a timely manner.

**3. (AM)<sup>2</sup>**

**(2/5)**

- Much discussion centered on the YC(?)/YCCD(?) consultant for the AJ program.
- Discussed status of math and psychology positions.
- We also discussed the incongruity of YC being given \$40K to hire an AJ consultant, while WCC is unable to find \$10K to fund a grant writer.
- We asked for clarification on why M. Root did not move to a district position as had been part of the Phase I reorganization. It is unclear when the decision was made, why it was made, and what will be done to provide WCC with the services that would have been provided by the district position had the transition taken place.

**(2/12)**

- New accreditation teams are being trained to look for “student achievement” data. Student achievement will be part of the next set of standards. This is creating “a buzz” in various circles.
- Angie is in discussions with city officials and other local groups (e.g., the WAVE) about partnerships that would benefit WCC and the groups centered on our media studio and studio equipment. There is a possibility of a joint grant which might provide cable access (and the ability to broadcast from WCC) to WCC. Senate leadership emphasized the importance of bringing CTE faculty to the table.
- We expressed concern that we don’t have a CurricUNet plan that extends beyond this semester. Konuwa will follow-up with the district and report back. We will follow-up with Chancellor Houston.
- The status of Moreno’s request for Ethnic News Watch data-base was discussed.
- We discussed concerns about the Diversity Committee plans for supporting new proposals, while the most successful diversity efforts at WCC have stopped due to lack of support from the Diversity Committee and the administration.
- We asked about the status of the math and psych positions. Konuwa will follow-up.

**4. Meeting with Dr. Whitfield (12/3) –**

- Dr. Johnston was present and we spent much of the meeting discussing her findings and next steps. She has identified three primary areas of concern: (1) Personnel conflicts/concerns, (2) college focus and direction, and

- (3) administration relationships with staff (faculty and classified). She will bring a proposal for addressing (2) forward soon and will seek faculty buy-in.
- We discussed concerns regarding interim appointments, administrative contracts, and district realignment.

## 5. Budget & Planning

**(1/31)**

- We will be able to use FTEF funds not used this semester for Summer Session.
- We are 19 FTES short of our target for 2012-13. We will make that up easily this summer.
- At the ASDA's regional directors suggestion we will seek a NIFA grant. Funding for a grant writer has not been found.

**(2/7)**

- Reviewed and affirmed the budget planning timeline.
- Discussed the current budget status. District CFO Kaur is concerned about supplies at the WCC which has used 83% of the 2012-13 budget to date and "other" at WCC (includes travel, conferences, utilities...) which has used 63% of the 2012-13 budget. District worries include the solar arrays going on-line behind schedule and the food-services contract at YC and SCC. There is a \$500K overrun to this point. Monies also need to be found for the STRS settlement.
- We will be able to carry unused adjunct/EP funds into the next fiscal year.
- Konuwa will research the utilities cost associated with renewing our weekend courses.
- The current budget assumptions include COLA, growth, and some categorical cuts. We should have growth in our schedules for 2013-14.

## 6. RAM (2/5)

- We are likely moving back from exploring an expense based model to refining the previously proposed revenue based model. How to deal with CTE programs in such a model will be explored. One possibility is to put CTE expenses "above the line" in the first iteration of the model.
- The question of whether "district services" is right sized has been posed. Answering the question should be easier if (when) Phase 1 of the reorganization is completed.