



## Academic Senate Agenda

**Date:** Friday, January 27, 2017

**Time/Location:** 1-3 PM / WCC Room 113

### Senate Roles and Responsibilities (The 10+1)

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| <ol style="list-style-type: none"> <li>1. Curriculum, including establishing prerequisites and placing courses within disciplines.</li> <li>2. Degree and certificate requirements</li> <li>3. Grading policies</li> <li>4. Educational program development</li> <li>5. Standards or policies regarding student preparation and success</li> <li>6. District and college governance structures, as related to faculty roles</li> </ol> | <ol style="list-style-type: none"> <li>7. Faculty roles and involvement in accreditation processes, including self-study and annual reports</li> <li>8. Policies for faculty professional development activities</li> <li>9. Processes for program review</li> <li>10. Processes for institutional planning and budget development</li> <li>11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate</li> </ol> |
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**Senators:** **Matt Clark** (President), **Donna McGill-Cameron** (CTE), **Doug Stone** (WCC Part-time), **Jaya Shah** (Math & Science), **Kevin Ferns** (Secretary, FaLaHum), **Greg Gassman** (Social Science), **Pam Geer** (CCC & LCC Part-time), **Christopher Howerton** (VP, At-large), **Jose Vallejo** (Student Services), **Mike Papin** (LCC)

**Ex-officio Members:** **Ali Harder** (ASWCC Rep)

Item	Description-Type	Lead	Background and Objective
I	<b>Approval of Agenda - Action</b>		Approve agenda of 1/27/17.
II	<b>Public Comment</b>		Guests are welcome to comment on any item on the agenda or not on the agenda. For items on the agenda, they may comment now or during the discussion of that item.
	<i>Discussion</i>		
III	<b>Approval of Minutes-Action</b>		Review and approve the minutes of 12/9/16 regular meetings.
	<i>Discussion/Decision:</i>		
IV	<b>President's Report - Information/Discussion</b>	Clark	
	<i>Discussion/Decision:</i>		
V	<b>Vice President's Report</b> <ol style="list-style-type: none"> <li>1. <b>Committee Appointments – Action</b></li> <li>2. <b>Curriculum Update – Information/Discussion</b></li> <li>3. <b>Other – Information/Discussion</b></li> </ol>	Howerton	<b>Objective:</b> 1. Appoint faculty members to committees. 2. Receive update on work of the Curriculum Committees.
	<i>Discussion/Decision:</i>		
VI	<b>Senate/Committee Reports - Information</b>	Senate	
	<i>Discussion/Decision:</i>		
VII	<b>Ex-officio Reports - Information</b>	Harder	
	<i>Discussion/Decision:</i>		

VIII	<b>Resolution Regarding Student Service Participation on Committees – Action</b>	Senate	<p><b>Background:</b> Connected to disagreement regarding the process of scheduling faculty in Student Services, said faculty are either unwilling or unable (according to admin and faculty respectively) to serve on various committees and participate in college activities.</p> <p><b>Objective:</b> Second read of the resolution supporting participation of Student Services faculty members on committees and in college activities and debate of adoption.</p>
	<i>Discussion/Decision:</i>		
IX	<b>Use of Non-Tenure Evaluations in Tenure Process – Information/Discussion</b>	Senate	<p><b>Background:</b> Occasionally faculty members who have been evaluated (using the full-time evaluation process) in positions that are not tenure-track are hired to the same position after the position has been turned into a tenure-track position. Should the previous evaluations be considered and if so to what extent?</p> <p><b>Objective:</b> Initial discussion of question with intent of eventually forming a position informing DCAS discussions.</p>
	<i>Discussion/Decision:</i>		
X	<b>Bylaws Revisions: Elections – Information/Discussion</b>	Clark, Ferns, McGill-Cameron, Gassman	<p><b>Background:</b> There are areas of the Senate Bylaws that the senate has deemed problematic regarding elections, most notably, the timing of the elections and the process for electing the senate Vice President and Secretary.</p> <p><b>Objective:</b> Review recommended changes regarding election to the Bylaws, with the intent to debate adopting at a future meeting.</p>
	<i>Discussion/Decision:</i>		
XI	<b>AP 4300 Field Trips/Excursions and Student Absences– Action</b>	Senate	<p><b>Background:</b> DCAS has drafted a revision of AP 4300.</p> <p><b>Objective:</b> Second review of the draft revision with the intent to debate approval.</p>
	<i>Discussion/Decision:</i>		
XII	<b>Proposed Prioritization Plan for Strong Workforce Funds – Action</b>	Senate	<p><b>Background:</b> The Chancellor’s Executive Team (CHEX) has drafted a proposal for allocating Strong Workforce funds. DCAS and the WCC Budget and Planning Committee reviewed the proposal.</p> <p><b>Objective:</b> Debate endorsing the proposal with the intent of providing feedback and informing the WCC senate vote in DCAS.</p>
	<i>Discussion/Decision:</i>		
XIII	<b>Spring Senate Retreat and Senate Meeting at LCC – Information/Discussion</b>	Senate	<p><b>Background:</b> The senate has yet to schedule a meeting at LCC or a Senate Retreat for Spring Semester.</p> <p><b>Objective:</b> Discuss options for both.</p>
	<i>Discussion/Decision:</i>		
XIV	<b>Spring Work Plan and Goals Update– Information/Discussion</b>	Senate	<p><b>Background:</b> The senate established goals and should review progress. Further, the senate should prioritize its work for the remainder of the Academic Year.</p> <p><b>Objective:</b> Review the “typos”, with the intent to debate their corrections at a future meeting.</p>
	<i>Discussion/Decision:</i>		
XV	<b>LCC Faculty Members on Committees – Information/Discussion</b>	Senate	<p><b>Background:</b> The senate made recommendations regarding adding LCC designated slots to college committees.</p> <p><b>Objective:</b> Review status of LCC faculty integration to college committee structure.</p>

	<i>Discussion/Decision:</i>		
<b>XVI</b>	<b>Faculty Participation on Committees - Discussion</b>	Senate	<b>Background:</b> There has been a decrease in faculty members stepping forward to fill slots on WCC and District committees <b>Objective:</b> Discussion of situation and possible remedies.
	<i>Discussion/Decision:</i>		
<b>XVII</b>	<b>Bylaws Revisions: Clean-up – Information/Discussion</b>	Clark, Ferns, McGill-Cameron, Gassman	<b>Background:</b> Reviewers identified a number of “typos” as part of the process of reviewing and revising the Senate Constitution and Bylaws. <b>Objective:</b> Review the “typos”, with the intent to debate their corrections at a future meeting.
	<i>Discussion/Decision:</i>		
<b>XVIII</b>	<b>Accreditation - Information</b>	Clark, Howerton	<b>Background:</b> Under 10+1, the senate and the trustees will mutually agree on faculty roles relating to accreditation. <b>Objective:</b> Provide an update on the status and timelines for the accreditation process and to report on the work of the Accreditation Steering Committee (ASC).of the changes.
	<i>Discussion/Decision:</i>		
<b>XIX</b>	<b>Education Master Plan (EMP) Draft Review – Information/Discussion</b>	Dr. White, Senate	<b>Background:</b> WCC is in the process of updating its EMP. A new draft with College Objectives under a Completion by Design framework is available for feedback. <b>Objective:</b> Review the new draft with focus on the College Objectives.
	<i>Discussion/Decision:</i>		
<b>XX</b>			
	<i>Discussion/Decision:</i>		
<b>XXI</b>	<b>Future Agenda Items- Discussion</b>		<b>Tenure Recommendation (February 10 meeting – closed session) ,Dual Enrollment Pathways, Convocation, WCC Student Probation Processes, College Catalog, SSS Priorities, CCC, ADA in the Classroom</b>
	<i>Discussion/Decision:</i>		

Adopted WCC Academic Senate Goals, 2016-2017			
#	Goal	Who	Status
1	<b>Student Success:</b> Work with the Student Success Committee to identify and address barriers to student success (e.g., counseling availability, course offerings...).	Clark, Vallejo	Ongoing
2	<b>Curriculum:</b> Create catalog/class schedule subcommittee (via curriculum and scheduling committees).	McGill-Cameron, Howerton	Ongoing
3	<b>Lake County Campus (LCC) Transition:</b> Integrate LCC faculty and staff members into the WCC governance and planning structure. Ensure that LCC students are not negatively impacted by the transition.	Clark, Howerton, Papin	In progress. The senate and College Council have filled newly added LCC seats.
4	<b>Professional Development:</b> Build comprehensive annual (or semester long) professional development plans and increase faculty participation in professional development activities.	McGill-Cameron, Clark, Howerton	Preliminary conversations have taken place.
5	<b>Faculty Evaluation:</b> Improve the faculty evaluation process with an increased focus on professional development.	Howerton	In progress. New assessment tool was piloted last year. Team training started this year.
6	<b>Sabbatical Leave:</b> Define sabbatical leave process in light of the multi-college transition and unclear definitions of roles in the current process.	Clark	<b>The Sabbatical Leave Task Force has drafted recommendations; review underway in the senates.</b>
7	<b>Grading Policies:</b> Review, update, and distribute Faculty Handbook.	Clark	DCAS is awaiting work of CLAS

Adopted WCC Academic Senate Goals, 2016-2017			
#	Goal	Who	Status
8	<b>Colusa County Campus (CCC) Planning:</b> Create comprehensive process for CCC scheduling and planning.	Clark, Geer, Vallejo, Papin	Environmental scans (internal and external) have been completed.
9	Revise <b>Senate Constitution and Bylaws.</b>	Clark, McGill-Cameron, Gassman, Ferns	In progress
10	<b>Sustainability and Grant Funding:</b> Define process for seeking grants and sustaining work after grants or categorical funds expire.	Clark	Very preliminary discussions
11	<b>Education Master Plan (EMP):</b> Work with College Council to create the new WCC EMP	Clark, Howerton	In progress; the senate has received and reviewed the <b>second</b> draft of the EMP.
12	<b>Distance Education (DE):</b> Work with the Curriculum Committee and the Dean of Student Success and Planning to strengthen the WCC DE modality. Work should include, but not be limited to, faculty training, student training, student supplemental resources, and ensuring regular, instructor initiated contact.	Clark, McGill-Cameron	DE coordinator established; DE Handbook approved; senate DE Subcommittee established.