



Academic Senate Agenda

Date: Friday, February 19, 2016

Time/Location: 1-3 PM / Room 852

Senate Roles and Responsibilities (The 10+1)

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

Ex-officio Members: **Mike Papin** (Clear Lake Faculty), **Omar Huerta** (ASWCC Rep)

Item	Description-Type	Lead	Background and Objective
I	Approval of Agenda - Action		Approve agenda of 2/19/16.
II	Public Comment		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	Approval of Minutes-Action		Review and approve the minutes of 12/04/15, and 1/22/16
	<i>Discussion/Decision:</i>		
IV	President's Report - Information/Discussion	Clark	
	<i>Discussion/Decision:</i>		
V	Vice President's Report <ol style="list-style-type: none"> 1. Committee Appointments – Action 2. Curriculum Update – Information/Discussion 3. Other – Information/Discussion 	Howerton	Objective: 1.Appoint faculty members to committees. 2. Receive update on work of the Curriculum Committees.
	<i>Discussion/Decision:</i>		
VI	Senate/Committee Reports - Information	Senate	
	<i>Discussion/Decision:</i>		
VII	Ex-officio Reports - Information	Papin, Huerta	
	<i>Discussion/Decision:</i>		

VIII	Distance Education Placement – Information/Discussion	Howerton	<p>Background: The Curriculum Committee is finishing up a draft Purpose Statement for the WCC Distance Education (DE) Committee. They recommend that the DE Committee be a senate subcommittee.</p> <p>Objective: Review the recommendation for possible adoption at the next senate meeting.</p>
	<i>Discussion/Decision:</i>		
IX	Flex Guidelines and Flex AP – Information/Discussion	McGill-Cameron, Clark	<p>Background: The WCC Flex Committee has drafted new Flex guidelines. DCAS is revising AP 7161 Flex Guidelines.</p> <p>Objective: Review the draft guidelines and discuss the revision of AP 7161</p>
	<i>Discussion/Decision:</i>		
X	Senate Constitution Revision – Information/Discussion	Clark, McGill-Cameron, Gassman, Ferns	<p>Background: The senate continues the process of revising its Constitution and Bylaws.</p> <p>Objective: Final read of the proposed changes to the Constitution before scheduling a forum on the proposed changes and then taking to the faculty for a vote</p>
	<i>Discussion/Decision:</i>		
XI	Tenure Process - Discussion	Clark, Howerton	<p>Background: At the Board of Trustees meeting in March 2015, the board emphasized dissatisfaction with the tenure process and instructed the Chancellor to work with the senates to strengthen the process.</p> <p>Objective: Discuss progress to date and discuss possible next steps.</p>
	<i>Discussion/Decision:</i>		
XII	Integration of Lake County Campus Faculty to WCC Governance Structures – Information/Discussion	Clark, Papin	<p>Background: The transition of the Lake County Campus (LCC) from YC to WCC will likely take place this semester. Integration of LCC staff, faculty, students, and administrators into the WCC committee/governance structure should take place in time to fill slots for the next Academic Year.</p> <p>Objective: Discuss which committees should have dedicated slots for LCC faculty, staff, students, and administrators with the intent of filling those slots soon so that appointees could shadow work the remainder of this semester where possible.</p>
	<i>Discussion/Decision:</i>		
XIII	Consolidation of Committees into an Institutional Effectiveness Committee – Information/Discussion	Clark, Howerton	<p>Background: In order to improve the WCC governance structure, it has been proposed that an Institutional Effectiveness Committee (IEC) be formed and that some or all of the following planning committees be coalesced into the IEC: FSAPC, PRVT, B&P, and SLO.</p> <p>Objective: Discuss the concept and possibly task a workgroup with researching and drafting a IEC Purpose Statement.</p>
	<i>Discussion/Decision:</i>		
XIV	DIGs/Division Chairs(Liaisons) – Information/Discussion	Senate	<p>Background: Discussion continues regarding the possibility of establishing faculty positions to act as division or data inquiry group leads. WCC President White has distributed information relative to his vision of such a position and has proposed a small workgroup be established to draft the position duties and scope.</p> <p>Objective: Continued discussion as we work with the administration to craft a description of such positions.</p>
	<i>Discussion/Decision:</i>		

XV	Future Agenda Items-Discussion		Lake Campus Representation on Governance Committees, College Catalog, SSS Priorities, CCOF, ADA in the Classroom
	<i>Discussion/Decision:</i>		

Senate Goals, 2015-2016			
#	Goal	Who	Status
1	Student Success: Identify and address barriers to student success (counseling availability, course offerings...).	Clark, Bahneman,	Underway in Student Success Committee
2	Curriculum: Create catalog/class schedule subcommittee (via curriculum and scheduling committees), increase faculty awareness, establish program development structure and incorporate with EMP.	McGill, Howerton	Ongoing
3	Lake County Campus (LCC) Transition: Integrate the faculty, staff, and students at the Clear Lake Campus into the governance, planning, and budgetary processes at WCC.	Clark, Howerton, Papin	In progress
4	Sabbatical Leave: (Re)define the sabbatical leave process in light of the multi-college transition.	Clark	In (slow) progress
5	Faculty Evaluation: Improve the faculty evaluation process.	Clark, Howerton, Geer	In (slow) progress
6	Grading Policies: Review, update, and distribute Faculty Handbook.	Clark	Awaiting Work of CLAS
7	Colusa County Campus (CCC): Create comprehensive process for Colusa County Outreach Facility (CCOF).	Clark, Geer	Midway through CCC Compression Planning. Need to assess the meshing of the compression planning with identified gaps at CCC.
8	Revise Senate Constitution and Bylaws.	Clark, McGill, Gassman, Ferns	Constitution revision to a vote in March
9	Sustainability and Grant Funding: Define process for seeking grants and sustaining work after grants or categorical funds expire.	Clark, Konuwa	Discussed without detail in both senate /administration leadership meetings and B&P.
10	Education Master Plan (EMP): Work with College Council to create the new WCC EMP.		January 29 th activity started compression planning. External scan is the next step.
11	Distributive Education (DE): 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, Shah	DE Coordinator position has been established. Julie Brown will fill that role as a special project this semester and has been selected to be coordinator beginning Fall 2016. The Curriculum Committee will soon present the senate with a DE Committee Purpose Statement.