



## Academic Senate Agenda

**Date:** Friday February 27, 2015

**Time/Location:** 1-3 PM / 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), Donna Bahneman (Adjunct), Talwinder Chetra (Math & Science), Kevin Ferns (Secretary, FaLaHum), Greg Gassman (Social Science), Pam Geer (Adjunct At-large), Christopher Howerton (At-large), Cheryl Latimer (Student Services)

Item	Description-Type	Lead	Background and Objective
I	<b>Approval of Agenda -Action</b>		Approve agenda of 2/27/15.
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 2/13/15.
	<i>Discussion/Decision:</i>		
IV	<b>President's Report - Information/Discussion</b>	Clark	
	<i>Discussion/Decision:</i>		
V	<b>Committee Appointments - Action</b>	Senate	<b>Objective:</b> Appoint faculty members to committees.
	<i>Discussion/Decision:</i>		
VI	<b>Senate/Committee Reports - Information</b>	Senate	
	<i>Discussion/Decision:</i>		
VII	<b>Vice President Election - Action</b>	Ferns	<b>Background:</b> Per our bylaws, at the last meeting in February the senate will elect a Vice President from its membership. <b>Objective:</b> Elect a Vice President for the 2015/16 academic year.
	<i>Discussion/Decision:</i>		

VIII	<b>Faculty/Administrative Roles in Disciplines without Full-time Faculty – Information/Discussion</b>	Ferns, Clark	<b>Background:</b> A large number of disciplines at WCC have no full-time faculty members. Tasks that would normally fall under full-time faculty members (e.g., program review, SLO assessment, adjunct interviews...) are currently dealt with through a mix of division full-time faculty, discipline adjunct faculty, and administrators (or in some cases not completed). <b>Objective:</b> Discuss possible strategies (e.g., division chairs) for ensuring necessary work is done without inappropriate burdens on faculty members (full-time or adjunct).
	<i>Discussion/Decision:</i>		
IX	<b>ASCCC Accreditation Institute Debriefing – Information Discussion</b>	Brown, Howerton	<b>Background:</b> Christopher Howerton and Julie Brown attended the ASCCC Accreditation Institute last weekend. <b>Objective:</b> Receive a debriefing of their experiences at the institute.
	<i>Discussion/Decision:</i>		
X	<b>Accreditation Midterm Report and Restructuring of the Accreditation Steering Committee and ART – Information/Discussion/Action</b>	Clark, Howerton	<b>Background:</b> At the most recent ART meeting leads were assigned to the various standards for work on the Midterm Report. In addition, leads were tasked with working with appropriate governing bodies in drafting the midterm report. For Standard IV, the senate and the President’s Cabinet (PC) were designated the appropriate bodies to work with Clark. Additionally ART has made a recommendation regarding the restructuring of our accreditation work groups. <b>Objective:</b> Review work plan and recommendations, and task ad hoc group to work with PC on draft.
	<i>Discussion/Decision:</i>		
XI	<b>Constitution &amp; Bylaws Update – Information/Discussion</b>	Clark, Gassman, Ferns, McGill-Cameron	<b>Background:</b> The senate is in the process of updating its constitution and bylaws. <b>Objective:</b> Receive (and augment) a list of questions to be shared with constituents, in preparation for the revision.
	<i>Discussion/Decision:</i>		
XII	<b>Library Advisory Committee Update– Information/Action</b>	Clark	<b>Background:</b> After a period of dormancy, LAC has started meeting again. <b>Objective:</b> Receive an update on status, issues, and work plan.
	<i>Discussion/Decision:</i>		
XIII	<b>ASCCC Spring/Summer Events – Information/Discussion/Action</b>	Senate	<b>Background:</b> The state academic senate (ASCCC) holds various events throughout the year. At the last senate meeting we agreed to work with the administration to secure regular attendance at these meetings. Upcoming events are the Academic Academy, Spring Plenary, Vocational Leadership Institute, Leadership Institute, and Curriculum Institute. <b>Objective:</b> Select attendees that the senate will fund for these and determine the number of attendees we will ask the administration to fund.
	<i>Discussion/Decision:</i>		
XIV	<b>Future Agenda Items-Discussion</b>		Division Chairs, College Catalog, SSS Priorities, Ed Master Plan, Committees, CCOF, WCC Committee Structure, CLC Transition, Constitution & Bylaws
	<i>Discussion/Decision:</i>		

<b>Senate Goals, 2014-2015 (14 goals)</b>			
<b>#</b>	<b>Goal</b>	<b>Who</b>	<b>Status</b>
1	<b>Curriculum:</b> Create catalog/class schedule subcommittee (via curriculum and scheduling committees), increase faculty awareness, establish program development structure and incorporate with EMP, and create a DE handbook.	McGill, Howerton	
2	<b>Communication:</b> Advocate for increase in effective communication tools and access.	Howerton, Ferns	Continuing
3	<b>Grading Policies:</b> Review, update, and distribute Faculty Handbook.	Clark	TBD
4	<b>Academic Standards:</b> Initiate campus-wide discussion to promote rigor in coursework, DE, and collegiality among faculty, classified staff, administration, and students.	Clark, Bahneman, McGill-Cameron	TBD
5	<b>Student Success:</b> Identify and address barriers to student success (counseling availability, course offerings).	Latimer, Clark, Bahneman	Student Equity Plan for 2013-14 has been completed and will help drive the work
6	<b>Faculty Development:</b> Find more opportunities/activities focused on student success.	Chetra, McGill-Cameron	In progress
7	Improve <b>faculty evaluation</b> process.	Clark, Howerton	In progress
8	Work to create comprehensive <b>process for Colusa County Outreach Facility (CCOF)</b> .	Clark, Chetra, Geer	Early in process
9	Revise <b>Senate Constitution and Bylaws</b> .	Clark, McGill, Gassman, Ferns	In progress
10	<b>Professional standards</b> research	Clark	TBD
11	<b>Sustainability and grant funding</b>	Clark, McGill-Cameron	TBD
12	<b>Clearlake College transition</b>	Clark, Howerton	In progress
13	Update the <b>Student Code of Conduct</b>	Bahneman	TBD
14	<b>Accreditation</b>	Clark, Howerton	Response to Recommendations is nearly complete; work to begin on Midterm Report