



Academic Senate Agenda

Date: Friday, April 8, 2016

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"> 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** (Lake County Campus Faculty), **Omar Huerta** (ASWCC Rep)

Item	Description-Type	Lead	Background and Objective
I	Approval of Agenda - Action		Approve agenda of 4/8/16.
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 3/25/16
	<i>Discussion/Decision:</i>		
IV	President's Report - Information/Discussion	Clark	
	<i>Discussion/Decision:</i>		
V	Vice President's Report 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	Draft WCC Distance Education (DE) Handbook – Discussion/Action	Senate	Background: The Curriculum Committee has drafted a DE Handbook and forwarded it to senate for eventual adoption. Objective: Second senate review of the handbook with the intent to either debate adoption or suggest changes.

	<i>Discussion/Decision:</i>		
IX	WCC Student Probation Processes – Information/Discussion	Ortiz-Mercado	Background: Dean Ortiz-Mercado and Student Services faculty members have been working to strengthen the WCC processes for students facing probation/dismissal. Objective: Receive an update of the progress made.
	<i>Discussion/Decision:</i>		
X	Student Success Committee Update – Information/Discussion	Lanier, Ortiz-Mercado	Background: The Student Success Committee reports to the senate and to College Council. Objective: Receive an update of the work, accomplishments, and goals of the committee.
	<i>Discussion/Decision:</i>		
XI	Area A Meeting Debriefing, Spring Plenary, and Other Upcoming ASCCC Events – Information/Discussion	Senate	Background: At the April 1 Area A meeting, the initial slate of resolutions for Spring Plenary was reviewed, some new resolutions were presented and other state and local issues were discussed. Upcoming ASCCC events include Spring Plenary (April 21-23, Sacramento), CTE Leadership Institute (May 5-7, Anaheim), Faculty Leadership Institute (June 9-11, Riverside), and Curriculum Institute (July 7-9, Anaheim). Objective: Report on the Area A meeting and ensure healthy WCC attendance at these events.
	<i>Discussion/Decision:</i>		
XII	College Handbook Revision – Information/Discussion	Konuwa, Senate	Background: Both colleges are in the process of revising college handbooks. DCAS has tasked the college VPs with determining what portions must be identical (and feed district AP 4500 College Handbook) and which portions may be college specific. VP Konuwa and the Administrative Support Team have completed a draft handbook. Objective: First review of the draft College Handbook with the intent of collecting feedback.
	<i>Discussion/Decision:</i>		
XIII	College Handbook Committee Template – Information/Discussion	Senate	Background: As part of an effort to update the WCC College Handbook, College Council recently looked at a draft Committee Purpose Statement template. Objective: Review the draft template and provide feedback.
	<i>Discussion/Decision:</i>		
XIV	Senate Election Processes - Discussion	Senate	Background: The Bylaws are weak regarding elections. The process for electing VP and Secretary need (re)definition. The timeline proved problematic this year. No process or practices exist for campaigning in contested elections. Objective: Discuss these and related concerns with the intent of informing Bylaws revisions.
	<i>Discussion/Decision:</i>		
XV	Future Agenda Items- Discussion		Lake County Campus Representation on Governance Committees, College Catalog, SSS Priorities, CCC, 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

Senate Goals, 2015-2016			
#	Goal	Who	Status
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	Non-senate committee recommendation to be forwarded to committees for consideration.
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 April
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.		Budget and Planning is prioritizing work from 1/29 EMP activity.
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 senate will review a draft DE Handbook on 3/25 and 4/8.