



## Academic Senate Agenda

**Date:** Friday, April 28, 2017

**Time/Location:** 1-3 PM / WCC Room 113 & LCC Room 115

### 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 President)

Item	Description-Type	Lead	Background and Objective
I	<b>Approval of Agenda - Action</b>		Approve agenda of 4/28/17.
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 4/14/17 regular meeting.
	<i>Discussion/Decision:</i>		
IV	<b>President's Report - Information</b>	Clark	
	<i>Discussion/Decision:</i>		
V	<b>Vice President's Report</b> <ol style="list-style-type: none"> <li>1. Curriculum Update – Information</li> <li>2. Committee Appointments – Action</li> <li>3. Other – Information</li> </ol>	Howerton	<b>Objective:</b> 1. Receive update on work of the Curriculum Committees. 2. Appoint faculty members to committees.
	<i>Discussion/Decision:</i>		
VI	<b>Allocation of Professional Development (PD) Funds from Faculty Enhancement Monies for FT Faculty – Information/Discussion</b>	McCabe, Senate	<b>Background:</b> In the 2016-17 district budget, the Board of Trustees allocated \$100k of the Faculty Enhancement monies (that the district had received from the state for tenure track hiring), for full-time faculty professional development. Recently the district allocated monies to the two colleges, for use this year and next. The Chancellor stated that the Board of Trustees wants the monies to support PD activities tied to improved student outcomes. <b>Objective:</b> Sharing of a draft plan for local allocation of the resources and collecting of feedback to inform the final allocation process.
	<i>Discussion/Decision:</i>		

VII	<b>Institutional Innovation and Effectiveness Plan (IIEP) – Action</b>	Senate	<b>Background:</b> Based on feedback from the Partnership Resource Team (PRT) from the Institutional Effectiveness Partnership Initiative (IEPI) regarding Distance Education (DE), WCC has drafted an IIEP. WCC sent the plan to the IEPI and IEPI returned a revised plan to WCC for implementation. <b>Objective:</b> Debate approval of senate sign-off of IIEP.
	<i>Discussion/Decision:</i>		
VIII	<b>Senate/Committee Reports - Information</b>	Senate	
	<i>Discussion/Decision:</i>		
IX	<b>Ex-officio Reports - Information</b>	Harder	
	<i>Discussion/Decision:</i>		
X	<b>Spring Plenary Resolutions Review – Information/Discussion</b>	Senate	<b>Background:</b> At Spring Plenary last weekend, the body adopted all resolutions in the packet (some in amended form). Some of the adopted resolutions urge action by local senates. <b>Objective:</b> Review those resolutions urging local senate actions and consider the need/desirability/form of any such actions.
	<i>Discussion/Decision:</i>		
XI	<b>Accreditation Update - 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 report on the work of the Accreditation Steering Committee (ASC).
	<i>Discussion/Decision:</i>		
XII	<b>Senate Calendar 2017/18 – Information/Discussion</b>	Ferns	<b>Background:</b> Annually, the senate shall adopt the regular meeting schedule for the subsequent Academic Year. <b>Objective:</b> Review of the draft 2017/18 WCC Academic Senate regular meeting schedule, with the intent of providing feedback prior to adoption at the May 12 senate meeting.
	<i>Discussion/Decision:</i>		
XIII	<b>Summer Authority for Senate Executive Team – Information/Discussion</b>	Senate	<b>Background:</b> Annually the senate grants the executive team the authority to represent the senate during the summer. <b>Objective:</b> Discuss granting the executive team the authority to represent the senate during Summer 2017, with the intent of granting authority at the May 12 senate meeting.
	<i>Discussion/Decision:</i>		
XIV	<b>Senate Committee Membership – Discussion/Action</b>	Senate	<b>Background:</b> There are three work committees of the Academic Senate (Elections, Academic Standards, Equivalence). <b>Objective:</b> Assign senators to the three committees.
	<i>Discussion/Decision:</i>		
XV	<b>Senate Goals Update– Information/Discussion</b>	Senate	<b>Background:</b> The senate established goals and should review progress. The senate will also draft goals for the next Academic Year. <b>Objective:</b> Review of the senate goals for 2016-2017 initial discussion of 2017/18 senate goals.
	<i>Discussion/Decision:</i>		

XVI	<b>Institutional Effectiveness Committee (IEC) Very Rough Initial Draft – Information/Discussion</b>	Senate	<b>Background:</b> At the urging of the senate and College Council, work is underway to form an IEC, which would collect many of the WCC governance committees (among them: Scheduling, PRVT, FSAPC, SLO) under one umbrella. <b>Objective:</b> Review the draft and provide feedback.
	<i>Discussion/Decision:</i>		
XVII	<b>Senate Assessment – Information/Discussion</b>	Senate	<b>Background:</b> In the interest of Continuous Quality Improvement, the senate should assess its work and consider strategies for improvement <b>Objective:</b> Review draft internal and external assessment tools for use to assess the senate’s work.
	<i>Discussion/Decision:</i>		
XVIII	<b>Statement of Concern Regarding UC/CSU Tuition Increases - Discussion</b>	Senate	<b>Background:</b> The UC system announced tuition increases and the CSU system might soon follow. <b>Objective:</b> Discuss the possibility of drafting a resolution of concern or opposition due to the potential impact on WCC’s students
	<i>Discussion/Decision:</i>		
XIX	<b>Education Master Plan (EMP) Draft Review – Information/Discussion</b>	Senate	<b>Background:</b> WCC is in the process of updating its EMP. A draft with College Objectives under a Completion by Design framework is available for feedback. <b>Objective:</b> Review the draft with focus on the College Objectives.
	<i>Discussion/Decision:</i>		
XX			
	<i>Discussion/Decision:</i>		
XXI	<b>Future Agenda Items-Discussion</b>		Senate Appointments, Dual Enrollment, Guided Pathways, Convocation, WCC Student Probation Processes, College Catalog, SSS Priorities, CCC, ADA in the Classroom, Student Services Update
	<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.