



Academic Senate Minutes

Date: Friday, April 28, 2017

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

Senate Roles and Responsibilities (The 10+1)	
<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

Senators: **Matt Clark** (President), **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), **Mike Papin** (LCC via Polycom)

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

Not Present: **Donna McGill-Cameron** (CTE), **Jose Vallejo** (Student Services)

Guests: President White, Dean Chahal, Vice President Konuwa, J. McCabe, L. Deniz, CTO Clague

Call to Order 1:04 p.m.

Item	Description-Type	Lead	Background and Objective
I	Approval of Agenda - Action		Approve agenda of 4/28/17 (MSC Howerton/Gassman)
	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.
II	<i>Discussion</i> 1. Chief Technology Officer Clague reported that wifi at WCC will be expanded and modernized over the summer. Group printing has been approved at the District Office. The first group printer will come to WCC in a week. The goal is to reduce printing costs by 7 cents per page. The voicemail system will be modernized in the coming months as well. The new system will have new features and capabilities. Finally, the intercampus communications will be improved in the coming months, which will help Canvas issues.		
III	Approval of Minutes-Action		Review and approve the minutes of 4/14/17 regular meeting.
	<i>Discussion/Decision:</i> 1. The minutes of 4/14/17 are approved (MSC Geer/Gassman)		
IV	President's Report - Information	Clark	
	<i>Information:</i> 1. See the attached report. 2. Clark added that a memo was sent out via email this morning regarding student success from President White. The senate should be providing guidance and review of student success initiatives.		
V	Vice President's Report 1. Curriculum Update – Information	Howerton	Objective: 1. Receive update on work of the Curriculum Committees. 2. Appoint faculty members to committees.

	<p>2. Committee Appointments – Action</p> <p>3. Other – Information</p>		
	<p><i>Information:</i></p> <p>1. Howerton reported that there will be a degree audit launched in the fall semester. The next version of <i>The SLO Lane</i> is hot off the presses! He also distributed a new iSLO exit survey for WCC graduates that will allow WCC to capture more student SLO data. He also enjoyed his first Plenary session last week and is anxious to begin working on some of the new initiatives.</p> <p>The senate made the following committee appointments starting in Fall 2017:</p> <ul style="list-style-type: none"> ➤ College Council: Shah is appointed. ➤ DE: Ferns and L. Felver are appointed. ➤ Curriculum: Howerton is appointed. ➤ CAT: S. Lanier is appointed. ➤ Flex: L. Deniz is appointed. ➤ Diversity: Mullin and V. Eskandari are appointed. ➤ FSAPC: Howerton and Clark are appointed. The non-instructional appointment is vacant. ➤ SLO: No names came forward for an LCC member. S. Tuchman is appointed. ➤ LAC: J. Blacklock is appointed. ➤ Student Success: The counselor appointment is vacant. J. Mullin is appointed 		
VI	<p>Allocation of Professional Development (PD) Funds from Faculty Enhancement Monies for FT Faculty – Information/Discussion</p>	McCabe, Senate	<p>Background: 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.</p> <p>Objective: Sharing of a draft plan for local allocation of the resources and collecting of feedback to inform the final allocation process.</p>
	<p><i>Discussion/Decision:</i></p> <p>1. J. McCabe reviewed the draft plan and application for professional development funds (attached). Clark noted that we need a comprehensive professional development plan that would include the various streams of money allocated for these activities. The activities should also not be restricted to WCC-based events. Dean Chahal added that many funding streams are specialized and funding would depend upon the type of activity. J. McCabe also noted that full time faculty have not used the money allocated for professional development for this year. McCabe also reviewed the new FAYCCD request for funds, which allows full time faculty \$750 per year or \$1,300 every two years depending upon funds available. This needs to be approved by the senate and contractual issues would need to be reviewed by FAYCCD. Geer mentioned that part-time faculty should be included in these forms and have the opportunity to report back to colleagues on conferences.</p>		
VII	<p>Institutional Innovation and Effectiveness Plan (IIEP) – Action</p>	Senate	<p>Background: 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.</p> <p>Objective: Debate approval of senate sign-off of IIEP.</p>
	<p><i>Discussion/Decision:</i></p> <ul style="list-style-type: none"> ➤ Approve signoff of the IEPI (MSC Geer/Shah) 		
VIII	<p>Senate/Committee Reports - Information</p>	Senate	

	<p>Information:</p> <ol style="list-style-type: none"> 1. Geer thanked Howerton for running the meeting last time and going over the Plenary resolutions. She also thanked the senate for the acronyms list. Also, she approved of listing prerequisites in the schedule again. 2. Gassman reported that the Si Se Puede event name has been changed to Si Se Puede Chicana/o Latina/o Graduating Student and Familia Recognition Event. It will take place on May 5, 5:30-7:30, and co-hosted by Chicano Studies and Student Services in the Community Room. 3. Shah reported that he was on the CalWORKS search committee and enjoyed the process. 4. Papin reported that the calendar committee met and will keep options open regarding a future compressed calendar. 5. Stone reported that some part time faculty are finding out about their teaching assignments after those assignments are posted. 		
IX	Ex-officio Reports - Information	Harder	
	<i>Information: None.</i>		
X	Spring Plenary Resolutions Review – Information/Discussion	Senate	<p>Background: 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.</p> <p>Objective: Review those resolutions urging local senate actions and consider the need/desirability/form of any such actions.</p>
	<p><i>Information/Discussion:</i></p> <ol style="list-style-type: none"> 1. Please review prior to the next meeting the following resolutions, which ask for senate input: 3.02, 11.01, 12.02.01, 17.01, 17.02, 17.03 		
XI	Accreditation Update - Information	Clark, Howerton	<p>Background: Under 10+1, the senate and the trustees will mutually agree on faculty roles relating to accreditation.</p> <p>Objective: Provide an update on the status and timelines for the accreditation process and report on the work of the Accreditation Steering Committee (ASC).</p>
	<i>Discussion/Decision: Not addressed.</i>		
XII	Senate Calendar 2017/18 – Information/Discussion	Ferns	<p>Background: Annually, the senate shall adopt the regular meeting schedule for the subsequent Academic Year.</p> <p>Objective: 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.</p>
	<p><i>Discussion/Decision:</i></p> <ol style="list-style-type: none"> 1. The proposed calendar is attached. Ferns will send out an updated calendar for approval at the next meeting. 		
XIII	Summer Authority for Senate Executive Team – Information/Discussion	Senate	<p>Background: Annually the senate grants the executive team the authority to represent the senate during the summer.</p> <p>Objective: 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.</p>
	<p><i>Discussion/Decision:</i></p> <ol style="list-style-type: none"> 1. This will go up for a vote at the next meeting. 		
XIV	Senate Committee Membership – Discussion/Action	Senate	<p>Background: There are three work committees of the Academic Senate (Elections, Academic Standards, Equivalence).</p> <p>Objective: Assign senators to the three committees.</p>
	<p><i>Discussion/Decision:</i></p> <ol style="list-style-type: none"> 1. The senate committee list is attached. We will take this up at the next meeting. 		

XV	Senate Goals Update– Information/Discussion	Senate	Background: The senate established goals and should review progress. The senate will also draft goals for the next Academic Year. Objective: Review of the senate goals for 2016-2017 initial discussion of 2017/18 senate goals.
	<i>Discussion/Decision: Not addressed.</i>		
XVI	Institutional Effectiveness Committee (IEC) Very Rough Initial Draft – Information/Discussion	Senate	Background: 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. Objective: Review the draft and provide feedback.
	<i>Discussion/Decision: Not addressed.</i>		
XVII	Senate Assessment – Information/Discussion	Senate	Background: In the interest of Continuous Quality Improvement, the senate should assess its work and consider strategies for improvement Objective: Review draft internal and external assessment tools for use to assess the senate’s work.
	<i>Discussion/Decision:</i> 1. Clark distributed a list of questions for an internal or external self-assessment. Please forward to him any potential updates or additional questions for inclusion. The senate will take this up at the next meeting.		
XVIII	Statement of Concern Regarding UC/CSU Tuition Increases - Discussion	Senate	Background: The UC system announced tuition increases and the CSU system might soon follow. Objective: Discuss the possibility of drafting a resolution of concern or opposition due to the potential impact on WCC’s students
	<i>Discussion/Decision: Not addressed.</i>		
XIX	Education Master Plan (EMP) Draft Review – Information/Discussion	Senate	Background: WCC is in the process of updating its EMP. A draft with College Objectives under a Completion by Design framework is available for feedback. Objective: Review the draft with focus on the College Objectives.
	<i>Not addressed.</i>		
XXI	Future Agenda Items- Discussion		
	<i>Discussion/Decision:</i>		

Meeting adjourned 2:58 p.m.

Adopted WCC Academic Senate Goals, 2016-2017			
#	Goal	Who	Status
1	Student Success: Work with the Student Success Committee to identify and address barriers to student success (e.g., counseling availability, course offerings...).	Clark, Vallejo	Ongoing
2	Curriculum: Create catalog/class schedule subcommittee (via curriculum and scheduling committees).	McGill-Cameron, Howerton	Ongoing
3	Lake County Campus (LCC) Transition: 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	Professional Development: 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.

Adopted WCC Academic Senate Goals, 2016-2017			
#	Goal	Who	Status
5	Faculty Evaluation: 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	Sabbatical Leave: Define sabbatical leave process in light of the multi-college transition and unclear definitions of roles in the current process.	Clark	The Sabbatical Leave Task Force has drafted recommendations; review underway in the senates.
7	Grading Policies: Review, update, and distribute Faculty Handbook.	Clark	DCAS is awaiting work of CLAS
8	Colusa County Campus (CCC) Planning: Create comprehensive process for CCC scheduling and planning.	Clark, Geer, Vallejo, Papin	Environmental scans (internal and external) have been completed.
9	Revise Senate Constitution and Bylaws.	Clark, McGill-Cameron, Gassman, Ferns	In progress
10	Sustainability and Grant Funding: Define process for seeking grants and sustaining work after grants or categorical funds expire.	Clark	Very preliminary discussions
11	Education Master Plan (EMP): Work with College Council to create the new WCC EMP	Clark, Howerton	In progress; the senate has received and reviewed the second draft of the EMP.
12	Distance 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, McGill-Cameron	DE coordinator established; DE Handbook approved; senate DE Subcommittee established.

President's Report
April 28, 2017

Meetings with WCC Administration

(4/4) – Highlights:

1. We shared with VP Konuwa that the WCC portion of the Faculty Enhancement monies budgeted for full-time faculty professional development is \$36K. The money is available now, but in the absence of an allocation process, it will most likely be used in the 2017/18 Academic Year.
2. I reminded the administration (and later sent an email reminding deans) that there are only two senate meetings left. Hence anything requiring senate sign-off should be on our next agenda.
3. A draft WCC org chart will be available soon for review and feedback. This is a document that the senate has sought for quite a while.
4. We looked at an initial draft of an IEC Operating Agreement. College Council will work with the senate to flesh out the draft. As part of the discussion it was acknowledged PRVT needs to: (1) provide feedback to programs, (2) assess this year's process, and (3) discuss possible changes to improve next year's process.

(4/25) – Highlights:

1. VP Howerton distributed the latest edition of *The SLO Lane*.
2. We discussed the role of the senate in processes regarding professional development, specifically the development of a process for allocating the \$36K available to full-time faculty. The Flex Committee and VP Konuwa will draft a model and the senate will review and work with the administration to put an allocation model in place.
3. Dean Chahal joined the meeting and we spent a large portion of the meeting discussing Dual Enrollment under AB288 versus non-AB 288 Dual Enrollment. The AB 288 model will address many of the concerns the senate has raised regarding dual enrollment (MQs, CORs, Data sharing...). Chahal and Julie Blacklock are working with administrators and faculty members respectively, to assess our first year of dual enrollment.

Accreditation Steering Committee (4/27) – Full ASC meeting not held to allow Standard leads/teams time to work/meet.

DC3 (4/4) – Next scheduled meeting 5/2

DCAS (4/20) – Canceled due to Plenary

College Council (4/21) – I didn't attend (Plenary). Lewis Felver attended in my stead and reported that the council worked on a draft Operating Agreement for an Institutional Effectiveness Committee. Part of the work included looking at the composition of WCC's current committees and the corresponding load to administrators and faculty members in various positions.

B&P/PRVT (4/20) – Canceled due to Plenary

Plenary – VP Howerton, Donna McGill Cameron, and I attended Plenary. Before the next senate meeting, I will send a detailed report to all, regarding the sessions I attended and the information gleaned.

Miscellany

1. We will have a senate retreat on May 12. The tentative plan is a senate meeting from 1-2:30 at WCC and the retreat from 3-5:30 off-site (location still to be determined)..

Prof Devel funding rubric- equally weighted

Due 15th of the month to be held the next month.

- 1) How will the activity support student learning outcomes, the college strategic plan, the college's mission & vision statements and/or other college initiatives (like SSSP)
- 2) Does it support our needs assessment?
- 3) Cost/benefit ratio. (Number of people it would benefit relative to cost.)
- 4) Variety of Prof development activity. (Have we already been offering a lot of similar activities.)

APPLICATION FOR USE OF WCC PROFESSIONAL DEVELOPMENT FUNDS

NAME _____ **TODAY'S DATE:** _____
(If this is on behalf of a WCC Committee please state that as well)

1. How much money are you requesting?
2. Describe the Professional Development activity this money would support. In your description please explain how your activity will support the Professional Development needs of WCC Faculty (and/or Staff) and how it relates to the college's mission/values/goals.
3. Provide a detailed explanation of what the money you are requesting will be used for.
4. What date, time, and location would you like your activity to ideally be held? How important is it that this day, time, and location not be changed? Explain.
5. Who is going to be in charge of making this activity happen?
6. Are there any other campus resources that you'll be needing in order to support your activity? If so please explain.

Applicant's Signature: _____ Date: _____

PLEASE RETURN THIS FORM TO THE WCC FLEX COMMITTEE CHAIR:

- Jennifer (Jenny) McCabe (jmccabe@yccd.edu), Ext. 661-5754

FLEX COMMITTEE CHAIR APPROVAL

APPROVED: _____ Yes _____ NO RECOMMENDED AWARD: \$ _____

Flex Committee Chair's Signature: _____ Date: _____

**Complete this 2 page form before you travel and give it your Flex Committee Chair
(jmccabe@yccd.edu)**

Yuba Community College District

APPLICATION FOR FAYCCD TRAVEL AND CONFERENCE FUNDS

NAME _____ TITLE OF ACTIVITY _____

DATE OF ACTIVITY _____ LOCATION _____

1. Did you receive FAYCCD travel funding last year? *(Circle your answer below)*
 - Yes
 - No
2. If your answer to the previous question was “yes”, how much money were you granted? *(Note: If you received more than \$750 last year you are not eligible to receive FAYCCD Travel funding this year. If you received \$750 or less last year you are eligible to receive FAYCCD funding this year only priority will be given to those who did not receive funding last year.)*
3. Describe the activity you’re currently seeking funding for. Explain how it will upgrade, enhance, or improve your assignment.
4. Are you willing to lead a Flex/Professional Development activity based on what you learned from this activity? *(Circle your answer below)*
 - Yes
 - No
5. If your answer to the previous question was “no” explain why not.
6. How much money are you requesting funding for? *(Note: You can't receive more than \$1300, and if you request more than \$750 in funding you will not be eligible to receive funds next year.)*
7. Please briefly explain how you came up with this amount. For example, what are your estimated transportation costs, lodging costs, meal costs, and conference fees? *(The form on the back of this page should be used to help estimate your costs.) (No actual receipts are necessary at this point, but in order to actually receive your re-imbursement you will have to provide documentation for all of these costs you are you seeking funding for.)*

NOTE: *If the faculty member incurs costs prior to approval, and the application is not approved, then the costs become the responsibility of the faculty member.*

Applicant's Signature: _____ Date: _____

PLEASE RETURN THIS FORM TO THE WCC FLEX COMMITTEE CHAIR:

•Woodland Community College: Jennifer (Jenny) McCabe, Ext. 661-5754

FLEX COMMITTEE CHAIR APPROVAL

APPROVED: _____ Yes _____ NO RECOMMENDED AWARD: \$ _____

Flex Committee Chair's Signature: _____ Date: _____

For District Office use only: Amt.Awarded: \$ _____ Date Awarded: _____ Initials: _____

The portion of the form should be used to estimate your travel costs (Questions 6 & 7).

To be used to estimate the costs of your travel:

Estimated Transportation Costs:

- Personal Car _____ Roundtrip Miles @ 54 cents/mile = _____
- Bus, Plane, Train, etc. = _____
- Auto Rental = _____
- Parking = _____
- Other = _____

Estimated Meal Costs:

- Breakfast Meals _____ X \$ 7.00 = _____
- Lunch Meals _____ X \$ 11.00 = _____
- Dinner Meals _____ X \$ 23.00 = _____

Estimated Lodging Costs:

- Number of Nights _____ X \$ _____ Per Night = _____

Estimated Registration Fees: = _____

Other Estimated Expenses (Itemize): = _____

Total: _____



INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE
Participate | Collaborate | Innovate

**Institutional Effectiveness Partnership Initiative
 Partnership Resource Teams
 Institutional Innovation and Effectiveness Plan
 Date: April 11, 2017**

Name of Institution: Woodland Community College

Area of Focus	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
A. Distance Learning: Training/Certification	1. Create a "Culture of Canvas" for all classes.	1.1 – DE Committee, Academic Senate, Instructional Designer/Technologist	1 – May 2017 and ongoing	1. Create formal job description for Instructional Designer/Technologist.	1. Measure of progress will be formal job description created.	
	2. Ensure that DE faculty meet ADA and OEI rubric compliance, through faculty trainings and ongoing professional development.	2.1 – DE Committee, Academic Senate, Instructional Designer/Technologist	2.1 – August 2017	2. Hire Instructional Designer/Technologist. 3. Re-evaluate DE Coordinator MOU and revise as needed.	2. Hiring of Instructional Designer/Technologist 3. Extended or revised DE Coordinator MOU	
	3. Ensure that DE students are prepared to take courses in online/hybrid or broadcast modality.	3.1 – DE Committee, Academic Senate, Instructional Designer/Technologist	3.1 – January 2018	4. Implement faculty training and professional development to ensure that faculty meet ADA compliance and OEI standards. (Objective 2) 5. Develop/implement student readiness self-evaluations and training materials for online and broadcast education.	4. Distance Learning faculty trained and courses meet OEI standards and ADA compliance. 5a. Student access to self-evaluation, training, and informational materials for DE modalities 5b Increased retention and success rates corresponding with more training of faculty and students	

Area of Focus	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
B. Distance Learning: Student Services and Academic Support	1. Provide comprehensive online counseling and tutoring.	1.1 – DE Committee with Counseling, Student Success Center, Dean of Student Services, Dean of Student Success	1.1 – May 2018	1.1 Research options for online tutoring and counseling; make recommendations to President through vetting process; and implement both online services.	1.1 Comprehensive online counseling and tutoring established	
	2. Expand online access to library services and academic success workshops for DE students.	2.1 – Librarian, Dean of Student Success, DE Committee	2.1 – May 2018	2.1 Evaluate options for students to schedule meetings with librarian (appointments can already be scheduled online in the portal), and implement at least one. 2.2 Create online modules of academic success workshops.	1.1 Increase in successful course completion for DE students 2.1 Expanded hours of services for counseling, tutoring, library resources, and proctoring 2.2 100% of existing face-to-face academic success workshops converted to online modality 3.1 Face-to-face and online proctoring services established and in place.	
	3. Provide options for test proctoring for online classes.	3.1 – Student Success Center, Dean of Student Success, DE Committee, DSPS	3.1 – May 2018	3.1 Develop and implement recommendations for face-to-face and/or online proctoring services.		
C. Distance Learning: IT Support/Technology	1. Establish and maintain working technology to support wifi, Canvas, scheduling hybrid courses, broadcast education. 2. Provide dedicated IT DE support staff for faculty and students for tech problems at district level. 3. Ensure that all faculty who teach online or hybrid courses are certified.	1.1 – CTO 2.1 – CTO 3.1 – VPI, Instructional Designer/Technologist, Instructional Dean	1.1 – December 2017 2.1 – December 2017 3.1 – December 2017	1. Establish baseline district IT staffing and technology requirements to run a functional DE program.(functional Wi-Fi services, local Canvas support, website maintenance, Canvas faculty training, working student readiness modules) 2. Formalize district-wide coding definition of hybrid options for schedulers. 3. Assign dedicated IT staff to oversee Canvas support and training for students and faculty users. 4. Ensure that Colleague can capture DE certification to run validations on DE course assignments, and run those validations.	1a Formal recommendation submitted to CTO on baseline IT needs 1b Baseline recommendation implemented 2. Ability to schedule hybrid classes for Fall 2018 3. Assigned or hired dedicated IT staff for Canvas 4. DE instructor certification validated by Fall 2018	

Area of Focus	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
D. Distance Learning: Degree Pathways/Curriculum	1. Create intentionally designed fully online degree/certificate. 2. Create intentionally designed hybrid/weekend pathways programs. 3. Establish point-to-point modality (broadcast education) to offer DE courses at rural sites.	1.1, 2.1, 3.1 Curriculum Co-Chair, Instructional Designer/Technologist (proposed in this Plan), DE Coordinator, Scheduling Deans and Academic Senate 3.1 T	1.1 – August 2018 2.1– January 2018 3.1 – August 2018	1. Map online gaps in GE patterns. 2. Work with discipline faculty to fill gaps as much as possible by submitting DE Addenda on CORs to Curriculum Committee. 3. Work with divisions and scheduling committee to create "pathway" to GE pattern completion in 2 years. 4. Develop a process for tracking and reporting 50+% DE awards to ACCJC. 5. Acquire equipment and support necessary to offer point-to-point instruction to rural site 6. Establish criteria or guiding principles for creating fully online awards.	1. One year mark: In Spring 2018, for Fall 2018 schedule onward, GE online pathways identified in schedule of classes 2. Two-year mark: Students can complete Certificate of Achievement in IGETC or CSU GEB, AA in Social and Behavioral Sciences. 3. At two-year mark, increase in number of students certifying completion of transfer GE patterns 4. At two-year mark, increase in the number of awarded AAS in Social and Behavioral Science 5. Equipment acquired and support services are in place. 6. Join OEI consortium by 2-year mark	

Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus (Copy from table above.)	Applicable Objective(s) (Copy from table above.)	Description of Resource Needed (Refer to Action Steps above as appropriate.)	Cost of Resource
Distance Learning: Training Certification	Hire Instructional Designer/Technologist. (C1)	Need to hire Instructional Designer/Technologist to establish and facilitate comprehensive DE program at WCC for Year 1.	\$156,000
Distance Learning: IT Support/Technology	Establish and maintain working technology to support Wi-Fi, Canvas, scheduling hybrid courses, broadcast education. (B1)	Purchase software and technology supplies	\$30,000
Distance Learning: Student Services and Academic Support	Expand online access to library services and academic success workshops for DE students.	Purchase marketing materials and supplies/expand hours for academic success workshop facilitators	\$14,000
Total IEPI Resource Request (not to exceed \$200,000 per college)			\$200,000

Approval	
Chief Executive Officer	
Name:	
Signature or E-signature:	Date:

Collegial Consultation with the Academic Senate	
Academic Senate President	
<i>(As applicable; duplicate if needed for district-level I&EP)</i>	
Name:	
Signature or E-signature:	Date:

Woodland Community College
ACADEMIC SENATE
Committee Membership and Meeting Schedule for 2017-2018
Meeting Time: 1:00 to 3:00 p.m.
Meeting Location: Room 113

Your Senators:

Matt Clark (President)	Pam Geer (Part Time, At Large)	Doug Stone (Part Time, WCC)
Kevin Ferns (Secretary/ Language Arts)	Christopher Howerton (Vice-President, At-Large)	Shawn Lanier (Math and Science)
Greg Gassman (Social Sciences)	Donna McGill-Cameron (Business and Vocational Education)	Jose Vallejo (Student Services)

Senate Elections Committee

- Kevin Ferns (Secretary)
- Greg Gassman
- Christopher Howerton

Senate Academic Standards Committee

- Donna McGill-Cameron
- Jose Vallejo
- Greg Gassman

Senate Equivalence Committee

- Christopher Howerton (Committee Chair)
- Jose Vallejo
- Jaya Shah

Senate Executive Committee

- Matt Clark (President)
- Christopher Howerton (Vice President)
- Kevin Ferns (Secretary)

Meetings for Fall Semester 2017

- August 25, 2017
- September 8, 2017
- September 22, 2017
- October 13, 2017
- October 27, 2017
- **November 3, 2017**
- **November 17, 2017**
- December 8, 2017

Meetings for Spring Semester 2018

- January 26, 2018
- February 9, 2018
- February 23, 2018
- March 9, 2018
- March 23, 2018
- April 13, 2018
- April 27, 2018
- May 11, 2018