Academic Senate
Agenda

Date: Friday, May 13, 2016   **Time/Location:** 1-3 PM / **WCC Room 113**

Senate Roles and Responsibilities (The 10+1)	
1. Curriculum, including establishing prerequisites and placing courses within disciplines.	7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
2. Degree and certificate requirements	8. Policies for faculty professional development activities
3. Grading policies	9. Processes for program review
4. Educational program development	10. Processes for institutional planning and budget development
5. Standards or policies regarding student preparation and success	11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate
6. District and college governance structures, as related to faculty roles	

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 5/13/16.
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.
	Discussion		
III	**Approval of Minutes-Action**		Review and approve the minutes of 4/15/16
	Discussion/Decision:		
IV	**President's Report - Information/Discussion**	Clark	
	Discussion/Decision:		
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.
	Discussion/Decision:		
VI	**Senate/Committee Reports - Information**	Senate	
	Discussion/Decision:		
VII	**Ex-officio Reports - Information**	Papin, Huerta	
	Discussion/Decision:		

VIII	**WCC Distance Education (DE) Handbook –Action**	Senate	**Background**: The Curriculum Committee and near future DE Coordinator Julie Brown, working with a faculty member from YC have drafted a DE Handbook. Both senates have reviewed the draft and provided feedback. Some of the feedback has been incorporated into the current draft. **Objective**: Second senate review of the handbook with the intent to either debate adoption or suggest further changes.
	Discussion/Decision:		
IX	**College Handbook Committee Template – Action**	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:** Second senate read of the draft template with intent to debate adoption.
	Discussion/Decision:		
X	**Academic Employee Handbook Revision – Action**	Senate	**Background**: Both colleges are in the process of revising the Academic Employee Handbook(s). 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:** Second senate read of the draft WCC Academic Employee Handbook with the intent of debating adoption.
	Discussion/Decision:		
XI	**Accreditation Steering Committee Operating Agreement – Action**	Senate	**Background**: The Accreditation Response Team (ART) has drafted a new purpose statement for the Accreditation Steering Committee (ASC). Feedback has been provided and incorporated. **Objective:** Second read of the draft with the intent of debating adoption.
	Discussion/Decision:		
XII	**Accreditation Steering Committee Timeline – Information/Discussion**	Senate	**Background**: The Accreditation Response Team (ART) has drafted a timeline for the work of the ASC leading to the next accreditation self-study. **Objective:** Review the draft timeline for information, feedback, and to set the stage for soliciting participants on the Standards' Teams.
	Discussion/Decision:		
XIII	**Summer Authority for Senate Executive Team – Information/Discussion**	Senate	**Background**: Annually the senate grants the executive team the authority to represent the senate during the summer. **Objective**: Discuss granting the executive team the authority to represent the senate during Summer 201, with the intent of granting at a Special Meeting next week.
	Discussion/Decision:		
XIV	**Senate Meeting Schedule for 2016-17 - Action**	Ferns	**Background**: At the last meeting of each academic year the senate shall adopt its meeting schedule for the subsequent year for dissemination. **Objective**: Review the draft 2016-17 WCC Academic Senate meeting schedule with the intent of adopting at a Special Meeting next week.
	Discussion/Decision:		

XV	**Results of Voting to Amend Constitution and Bylaws – Information/Discussion**	Senate	**Background**: The results of the voting to amend the WCC Academic Senate Constitution (and one Section of the Bylaws) have not been ratified and are awaiting interpretation of Bylaws Article V.1.3. **Objective**: Provide interpretation of Article V.1.3 of the Bylaws.
	Discussion/Decision:		
XVI	**Senate Committee Membership – Discussion/Action**	Senate	**Background**: There are three work committees of the Academic Senate (Elections, Academic Standards, Equivalence). **Objective**: Assign senators to the three committees.
	Discussion/Decision:		
XVII	**CurricuNET Meta Update – Information/Discussion**	Kirschner	**Background**: The district will soon transition from CurricuNET to CurricuNET Meta. Cuurently, high level users are checking to see if the new platform conforms to PICAH and state guidelines. Beta testing will follow. **Objective**: Receive an update on the status of the development and determine if the senate can provide any support as the testing moves forward.
	Discussion/Decision:		
XVIII	**LCC Realignment and WCC Committee Structure – Discussion/Information**	Senate	**Background**: LCC is now part of WCC and slots for LCC faculty/staff/students should be made to appropriate committees. **Objective**: Discuss next steps in the process and timelines.
	Discussion/Decision:		
XIX	**Senate Composition – Discussion/Information**	Senate	**Background**: LCC is now part of WCC and the senate composition will be redefined to reflect the realignment. **Objective**: Discuss possible changes to the composition of the senate to reflect the changes.
	Discussion/Decision:		
XX	**Future Agenda Items- Discussion**		WCC Student Probation Processes, College Catalog, SSS Priorities, CCC, ADA in the Classroom
	Discussion/Decision:		
XXI			
	Discussion/Decision:		

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	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

Senate Goals, 2015-2016			
#	Goal	Who	Status
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.