



Academic Senate Retreat Agenda

Date: Friday, May 13, 2016

Time/Location: 3-5 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	Senate Goals 2015/16 – Discussion	Senate	<p>Background: The senate established eleven (11) goals for the 2015-2016 Academic Year.</p> <p>Objective: Update status on goals and assess progress towards goal achievement. and begin consideration of the Senate Goals for 2016-2017.</p>
	<i>Discussion/Decision:</i>		
IV	Senate Goals 2016/17 – Discussion	Senate	<p>Background: The senate shall annually establish goals and share the goals with the Governing Board.</p> <p>Objective: Begin discussion of carry-over and new Senate Goals for 2016-2017. The senate goals will be established at the first senate meeting in September, 2016.</p>
	<i>Discussion/Decision:</i>		
V	Senate Election Processes - Discussion	Senate	<p>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.</p> <p>Objective: Discuss these and related concerns with the intent of informing Bylaws revisions.</p>
	<i>Discussion/Decision:</i>		

VI	Senate Elections: Contested Elections - Discussion	Senate	Background: Currently, the Bylaws are silent on informing voters about candidates in contested elections. The recent election to fill an adjunct seat (and the recent vote to amend the Constitution) had paltry participation. Objective: Discuss the possibility of looking at strategies for informing the electorate and increasing voter turnout.
	<i>Discussion/Decision:</i>		
VII	Reviewing Work of Committees that Report to the Senate - Discussion	Senate	Background: A number of committees are purposed with reporting to the senate. Of late reports have come primarily when invited. Objective: Discuss the desirability of scheduling regular reports from committees to the senate.
	<i>Discussion/Decision:</i>		
VIII	Senate Assessment - Discussion	Senate	Background: The senate should regular assess its work. Additionally, the faculty should assess the senate's work and communication. Objective: Discuss conducting internal and/or external assessments of the senate's work this year and in future years.
	<i>Discussion/Decision:</i>		
IX	Plan for Amending the Academic Senate Bylaws - Discussion	Senate	Background: The Academic Senate Bylaws can now (?) be amended by the senate. Objective: Discuss prioritizing the amendments and forming a calendar for dealing with said amendments.
	<i>Discussion/Decision:</i>		
X	Educational Master Plan (EMP) Progress – Information/Discussion	Senate	Background: WCC is in the process of drafting a new EMP. Objective: Review work to date and preview next steps in the process.
	<i>Discussion/Decision:</i>		
XI	Institutional Effectiveness Committee (Council?) (IEC) - Discussion	Senate	Background: It is proposed that a number of the planning committees (SLO, PRVT, B&P, FSAPC, and SCC – or Student Learning Outcomes, Program Review Validation Team, Budget and Planning, Faculty, Staff, and Administrative Planning Committee, and Schedule Criteria Committee for those who are challenged by acronym proliferation) be united in a single committee, IEC. IEC would have then task work groups with some of the tasks of the current committees. The senate has already agreed (at least in concept) to the creation of IEC. Objective: Discuss next steps and timelines for creation of the IEC.
	<i>Discussion/Decision:</i>		
XII	Future Agenda Items- Discussion		Background: The senate agenda regularly lists items that should be scheduled for future agendas. Objective: Assess the process and, if we decide to continue or improve the process, identify items that should be on the list early at the beginning of the 2016-17 Academic Year.
	<i>Discussion/Decision:</i>		
XIII			Background: Objective:
	<i>Discussion/Decision:</i>		

XIV			Background:
	<i>Discussion/Decision:</i>		
XV			
	<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
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.