

Woodland Community College
ACADEMIC SENATE
Minutes – January 25, 2013

<input checked="" type="checkbox"/> Monica Chahal (President)	<input checked="" type="checkbox"/> Kevin Ferns (Language Arts)	<input checked="" type="checkbox"/> Talwinder Chetra (Math and Science)
<input checked="" type="checkbox"/> Matt Clark (Vice President/at large)	<input checked="" type="checkbox"/> Nancy Clavere (Adjunct)	<input type="checkbox"/> Pat Wheeler (Adjunct, at large)
<input checked="" type="checkbox"/> Greg Gassman (Social Sciences)	<input checked="" type="checkbox"/> Jesse Ortiz (Student Services)	<input checked="" type="checkbox"/> Donna McGill-Cameron (Business and Vocational Ed.)

Guests: C. Reyes, J. Shah, K. Carabajal, A. Konuwa, R. Besikof, M. Senecal

Call to Order at 1:17 pm

I. Approval of Agenda as amended (Ortiz/Clark)

II. Public Comment

A. McGill-Cameron inquires as to the status and future plans for the Eagle’s Nest. Chahal notes that this will be taken up at the joint Senate/Curriculum Committee meeting on Friday, 2/1.

III. Approval of Minutes for 12/14/12 as amended (Clark/Clavere)

IV. President’s Report-Chahal

A. Chahal has discussed with Fairchilds the AJ program and the hiring of a district AJ position. Chahal emphasized that any realignment of departments among the campuses/centers should be discussed with full time faculty in that department.

V. Vice President’s Report-Clark

- A. The new catalog should be carefully checked by administrators and faculty. One new change will be the presence of a schedule for each class listed, identifying when each course will be regularly offered.
- B. The math and (and potentially) psychology hiring committees will need to be formed soon. McGill-Cameron volunteers for the math hiring committee and notes that she was on Clark’s hiring committee, a testament to her good judgment when it comes to hiring math faculty members.
- C. K. Kaur has indicated additional District revenues in the neighborhood of \$1-2 million. The District will need to determine how to utilize the funds responsibly.
- D. No decisions have yet been made regarding the rumored realignment of the CCOF with YC and the Clearlake Campus with WCC. Ortiz expresses concerns regarding how this important decision will be planned and made. Clark and Chahal will bring up this decision with D. Houston their next meeting.
- E. Two sabbatical applications were submitted and approved this year.

VI. New Business

A. IE and Research Agenda and Program Review Update. Senecal reports that WCC now has a research agenda that includes data-related items required by the federal and state governments.

It's on the Portal and includes pertinent deadlines and calendar dates. The campus needs to have a dialogue regarding institutional effectiveness and she will be sharing with the campus how the data we submit in program reviews is being evaluated. Program reviews are due February 4! She requests that the Senate move the deadline to October 15 to align with other planning documents. Chahal indicates that this will be agendaized in our next meeting and a decision will be made by March. Senecal also requests that the program review validation committee purpose statement be modified to include a classified member. Clark indicates that this has already been done.

- B. DE Testing Procedure. R. Besikof notes that the B700 testing center has become very busy during the semester. Thus, room 848 has been appropriated for DE testing during the semester and S. Ivey will proctor necessary tests. Evening on-site testing will continue with different proctors. Night supervision will be ending, but R. Besikof will still be on call if a need in the evening arises.
- C. CCOF Student Services Week. R. Besikof states that this past fall the student services week was launched. This has been occurring the first week of each month. However, this affected the services offered at WCC because these areas were already short-staffed. Nonetheless, it will be offered again this semester. Clark expresses concern that both J. Ruiz and N. Flores have left their previous CCOF positions to take on new roles, leaving a vacancy at CCOF that is difficult to fill and presents a potential hardship for students. At this point we do not have anyone filling their roles. Ortiz indicates that WCC is not managing the CCOF well and that the center is in danger of failing if no one steps up and takes responsibility for reaching out to that area's population and planning adequately for the center's growth and future. Clark suggests creating an anchor program at CCOF with ties to the community. Chahal suggests that this discussion should continue at the regularly scheduled CCOF meetings. This will be agendaized for a future meeting.
- D. Bookstore. K. Carabajal reports that she recently became a member of the bookstore committee in order to address concerns regarding service to students by the bookstore. The committee will meet on 2/1/13 and develop an RFP for a new company to run the bookstore. Currently the District earns approximately \$200,000/year from the bookstore, which goes to the general fund.
- E. Student Success Facilitator. WCC does not have one. Should we consider having an adjunct run it or perhaps use a combination of A. Konuwa and M. Senecal? We will make a strong push to find a faculty member to do this in the fall. The situation is currently unresolved, and the Senate has asked A. Konuwa to take this to management to develop a temporary solution.
- F. Two-Year Class Schedule. The new catalog will indicate the cycle in which classes will be made available to students. The scheduling committee will take this up soon and make a recommendation as to implementing this at WCC.
- G. Campus Climates. Ice has been forming on the north side of B800. The safety committee will take this up. Ortiz mentions the backlog of IT requests and the fact that counseling has not been able to make updates to the web site. IT has had some staffing issues lately.

VII. Meeting Adjourned-3:01 pm (Glassman/Clark)