

Woodland Community College
ACADEMIC SENATE
Minutes – March 22, 2013

<input 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. Howerton, M. Senecal, R. Besikof, J. Shah

Call to Order at 1:05 pm

I. Approval of Agenda as Amended (Ferns/Clavere)

II. Public Comment

- A. R. Besikof expresses his gratitude to the Senate for its support and collaboration over the past year.
- B. Ortiz comments that WCC recently received word that our transfers to UCD increased 26% over the previous year. Among the reporting colleges, WCC was the only college that reported an increase in the number of transfers. Thanks to C. Latimer for her hard work on this, especially considering the resources we have to commit to this work.
- C. Ortiz comments that the Jump Start Orientation will have 9 high schools represented. The orientation takes place on April 19 and 25 at WCC and April 24 at CCOF.
- D. Ortiz would like to set up a campus discussion on Student Support (Re)defined, an initiative funded by the Kresge Foundation. See him for more details or to get involved.
- E. M. Senecal reminds all faculty to fill out the District-wide convocation survey at <http://www.surveymonkey.com/s/YCCDConvocation12>.

III. Approval of Minutes as Amended: March 8 (Gassman/Clavere)

IV. President's Report-Chahal (Attached)

- A. Chetra asks for clarification in the report on the meeting with A. Fairchilds and L. Deniz. Clark indicates that L. Deniz and A. Fairchilds met with a consultant, Michael Kime, regarding the future of AJ in the District and on the WCC campus. They will take this up with K. Carabajal.

V. Vice President's Report-Clark (Attached)

- A. Fall 2013. Clark notes that the Scheduling Criteria Committee has recommended that each division add 3 courses to the schedule from their fall wish list (2 courses for CCOF). Ortiz comments that while he likes the expanded schedule, simply offering more classes doesn't guarantee more students will attend WCC. We need to have an outreach plan to bring in the additional students to fill those classes.

- B. Curricular Alignment. The Curriculum Committee would like a greater commitment of resources from the District. Curricular alignment between Curricunet and Colleague is demanding a great deal of time of the committee and it simply can't be done with the current staff levels.
 - Motion to add Curricular Alignment to today's agenda as E under New Business (Gassman/Chetra MSC)

VI. New Business

- A. Reschedule April 12 Senate Meeting. The Diversity Committee has an impressive speaker at the same time as the next Senate meeting (see attached info).
 - **Motion to cancel the April 12 meeting and meet from noon to 1 p.m. on Thursday, April 11 (Clavere/Gassman MSC)**
- B. Program Prioritization Criteria and Process. M. Senecal reports that many colleges use the Humboldt model for program prioritization. This allows colleges to look at programs in terms of opportunities, potential, and student-need and not in terms of what is most likely to be cut. This will help the District to allocate resources. She is presenting this information to DC3 on April 19 and would like feedback from the Senate and from the entire campus community. This will be distributed to the campus and the Senate will take this into consideration at the next meeting on April 11. M. Senecal also reports that the District is developing a strategic plan that each college would participate in based on a six year cycle. The Educational Master Plan each year would be evaluated and updated with new action plans at the college level and integrated into the District's planning cycle. Ortiz suggests that if we are really going to develop a good plan, we need to agree that the report should match the reality, and we need buy-in from faculty, administration, and staff. Clark comments that what is really meaningful here is what happens after we get the process in place. M. Senecal distributed a document outlining course completion, retention, and transfer rates for WCC students over the past 4 years. She would like a recommendation from the Senate that we set a standard of performance based on our retention, course completion, degree/certificate earning, and transfer rates. This standard of performance would need to be submitted to the ACCJC. We need to set a goal and set a minimum performance level that we should not fall below. Ortiz would like to address this number after we have implemented a plan to improve it. The Senate recommends that the lowest numbers on this list should represent our minimum standard for the ACCJC. The Senate will disseminate these documents to its constituencies and come back to the next meeting with feedback.
- C. SLO Update. C. Howerton reports that 100% of our courses have identified SLOs. The percentage of courses with assessments is gaining steam and a notice went out of R. Besikof's office for adjunct faculty indicating how to report and upload SLOs in TracDat. After this semester, we will have completed our first full cycle of looking at all 8 of our institutional SLOs (WCC-only SLOs).
- D. Phase 2 Reorganization Update. Ortiz notes that we have a few days left to comment on the current Phase II Reorganization plan from the District. The plan, which will be implemented for the fall semester, calls for additional money for degree audit, e-advising, e-transcripts, and online scholarship applications. On the process reengineering side, training will be taking place to improve efficiency and shift roles to improve processes.
- E. Curricular Alignment.
 - **Motion: The Senate endorses the Curriculum Committee's need for additional support and encourages the District to allocate resources in accomplishing the Curricular Alignment (Ferns/Gassman MSC)**

VII. Meeting Adjourned-3:01 pm (Gassman/Chetra)

President's Report

DC3T1 - March 8

- Reviewed a proposal for a dix-year YCCD integrated planning process.
- Heard from Eric Cooper about YC Program Vitality Model, a proposal by YC Enrollment Management Committee containing program prioritization criteria.
- Heard from Molly Senecal about proposed WCC program prioritization model, which is based on the Humboldt University model.

Budget Summit - March 12

The Governor's proposed budget includes:

- \$196.9M in undesignatrd monies with exact use to be determined by Board of Governors. LAO's Office does not support BoG determining use but recommends instead that the legislature allocate based onintended outcomes. Money will likely be used for COLA (1.65%) and growth (1.95%).
- \$179M in cash deferral buy-down from \$801M in 2012-13 to \$622M in 2013-14. LAO supports this.
- \$49.5M to support energy efficiency and expend use of alternate energy (Prop 39).
- \$16.9M to support increase in courses available through technology. LAO recommends competitive grants instead.
- \$300M shift from K-12 to community colleges for adult education for vocational education, ESL, elementary and secondary education, and citizenship. LAO opposes shift as community colleges lack infrastructure and facilities, and adult education is not part of community college mission.
- \$15.7M shift from K-12 to community colleges for apprenticeship.

Proposed policy reforms:

- LAO does not support shifting census date to the course completion date.
- LAO recommends adopting 90-credit cap for students receiving state subsidized instruction.

Adjustments:

- EPA - \$37.5M in additional state funds to mitigate against lower EPA revenue projection in 2012-13 and \$187.2M in 2013-14. District has \$3M contingency built into budget to address this deficiency.
- RDA - \$47.8M in additional state funds to mitigate against lower property taxes in 2022-13 and \$133.2M in 2013-14. District has a backfill guarantee in a trailer bill in case RDA actuals fall below projections.
- No changes to mandated block grants. YCCD share = approximately 1% = approximately \$333K.

Assumptions:

- Fixed cost increase (\$700K-\$800K).
- Deferred maintenance.
- Resource Allocation Model (RAM) committee has consensus that growth funding will be allocated by priorities as determined by model proposed by DC3T1.

(AM)^2 - March 14

- Local administrators have met with University of Phoenix staff to explore possibilities for partnership, specifically for career pathways. This was an exploratory meeting only. Faculty will be consulted before any steps are taken.
- Dr. Konuwa will follow up with Dr. Carabajal on GoveNet concerns.
- A request was made for District funds to cover expenses for Lank Aguinaldo to attend Curriculum Institute, given her critical role in the curriculum process.
- There is concern that the District DECommittee, which met recently, has not yet begun discussions on response to the Accreditation findings. The local DE Subcommittee is working on a response.

- Michael Kime, the consultant hired to provide recommendations for AJ district-wide, has met once with Dr. Fairchild and Professor Denis, but no other action has been taken.

YCCD Board Meeting. - March 14

- Accreditation updates were provided by both colleges. Trustee Savarese expressed interest in a "template"-type report from both colleges and district, with similar formatting and presentation of information.
- Trustee Sandy expressed interest in a MESA update at next meeting to be held at WCC and asked specifically to hear from MESA students.
- Chahal acknowledged the work of Molly Senecal toward the program prioritization model, which is presently being vetted at various committee meetings, and acknowledged the work which has been started by existing WCC committees and the Accreditation Response Team (ART).

Dr. Houston - March 18

- It was noted that, other than one meeting on March 1 between Dr. Fairchild/ Professor Deniz and Michael Mime, no other work has been completed on behalf of the district-wide planning for AJ. In fact, Mr. Kime's recommendations thus far are college specific (YC) and encroach upon faculty purview (curriculum development).
- Could categorical programs at burg colleges be managed by one person at the district-level
- Discussed convocation with Dr. Houston. We expressed concern at the low rate of WCC responses to the survey which was sent out a few weeks ago as well as concerns at College Council that people may not have seen/noticed the survey. PLEASE NOTE: another survey has gone out (from Ana Villagrana), si please respond asap.

Vice President Report

March 22nd, 2013

1. **Committee Assignments** – None at this time. We will go out soon for adjunct faculty member for SLO Committee. Committees will be asked to identify (by mid-April) seats that will be up for replacement next year. The senate will attempt to fill all seats by the end of April.
2. **Curriculum Committee** – Workflow has been halted to work on curriculum inventory. Exceptions will be made for courses connected to AA-T and AS-T development.
3. **DC3 (3/19)**
 - AP 5055 (Priority Registration) and AP 4225 (Course Repetition) were forwarded to DC3 from DCAS for information.
 - Chancellor Houston spoke about the budget assumptions and budget timelines. It is uncertain how new monies will be directed from the state (COLA or growth or a mix). There are also uncertainties connected to RDA backfill, Prop 30 revenues, and the realization of projected property tax revenue. Although plans are being formed, much will depend on the May Revise. There is strong statewide support for establishing a 90-unit limit for community college students and also support for shifting adult education from K-12 to community college.
 - Results of the convocation survey were reviewed. At the request of WCC, the survey will be reopened.
 - A brief discussion of the Phase II Reorganization took place. (A longer presentation was intended, but was postponed in the absence of the vice chancellor.) The plan has been well-received at Yuba and Clearlake. The plan calls for no lay-offs. Positions may be eliminated, but employees in those positions will be reallocated to positions more closely connected to student success.
 - The Chancellor’s Short Term Goals have been placed on a public portal sight. Feedback is being sought. Presentations have been made to both senates and will be made to both college councils. The Chancellor intends to take them to the board of trustees for adoption in either June or July.
4. **RAM (3/12) – Kaur** presented a flow chart for a process for allocating new monies. Based on discussions in DC3T1, three teams will evaluate programs. In growth years money will be put into highly ranked programs. In “cut” years, money will be redirected from low ranked programs. Current programs and new programs will likely be ranked separately. RAM may soon dissolve and have its work taken over by the Budget Summit.
5. **DCAS (3/15)**
 - ACCJC will be adding a “student performance” standard to meet Department of Education mandates. Senates should begin discussing measuring student performance (Senecal will make a presentation at the 3/22/13 senate meeting). The new ARC scorecard will likely be a “game changer” and drive much of the efforts.
 - The Vice Chancellor’s intent to review all course-outlines-of-record before they are forwarded to the board was discussed.
 - It was agreed to postpone researching a “compressed calendar” and to conduct a survey into faculty interest and administrative support. An important question is: Is this being driven by a desire to shorten the semester or by a desire to move the start date earlier? A more crucial question is: will shortening the semester (or moving the start date) enhance student success?
 - DCAS prioritized its work plan for the remainder of the academic year.

6. Budget & Planning (3/21)

- Konuwa gave an update on the budget for the schedule. We are planning on the same FTES target as last year, but it will be beneficial to exceed that target. The fall schedule will be delayed while the curriculum alignment is being completed. Konuwa will look into WCC's ability to add 14 classes to the fall schedule as recommended by the Schedule Criteria Committee.
- As the cut-off date for spending (April 15th) approaches, a process for prioritizing purchasing is needed. The committee suggested that the Program Review Validation Team's work be used this year and that WCC consider moving the EIR work to that committee. The later concept will be taken to College Council and to the Academic Senate.
- Senecal reported that the convocation survey has been reopened.
- Senecal reported that 100% of WCC courses have SLOs and that 84% of classes offered this semester have had an SLO assessed prior to this semester.
- Senecal wants feedback on how WCC should establish targets for student performance to comply with new reporting standards to ACCJC. She will make a presentation to the academic senate on 3/22/13.
- Senecal shared the planning processes/protocols that will be brought forth from DC3T1. She will also present to the senate on 3/21/13.

Dr. Eric V. Gravenberg

Dr. Gravenberg has had a distinguished 38 year career in education. He is a nationally recognized expert in enrollment management. He has served in several senior leadership positions at major universities, both public and private. He is a seasoned administrator with a successful track record in building consensus, and cultivating a cadre of leaders dedicated to educational and economic equity.

Dr. Gravenberg is currently the Vice President of Student Services at Merritt College in Oakland, California. Formerly, he was Vice President for Undergraduate Education at Alliant International University in San Diego, the Associate Vice President for Enrollment Management and Student Affairs at CSU, Sacramento and Vice President with Noel Levitz, a higher education consulting firm specializing in enrollment management. Dr. Gravenberg was the Associate Vice President for Enrollment Management at Howard University, the Director of Admission at UC Riverside, Director of the Learning Center at Humboldt State University, and Statewide Director for the CSU for Student Affirmative Action.

Dr. Gravenberg's current research focus is on the educational aspirations of African American and Latino males. He has authored numerous publications and received countless awards recognizing his accomplishments as an innovative, passionate and committed leader for educational equity. More recently, he just completed his appointment by the Governor of California to serve on the California Department of Education Advisory Committee for African Americans.

Dr. Gravenberg is a nationally recognized speaker, consultant and educational leader. He conducts sessions in strategic decision-making and courageous leadership. He has coached and mentored senior executives, managers, supervisors in both public, private, profit and non-profit organizations.

Cultivating Courageous Leadership for Diversity and Inclusion

Workshop Purpose:

This workshop builds on the framework of Woodland Community College's Diversity Plan by creating a cadre of leaders to institutionalize diversity initiatives. Toward this end, the workshop is designed as a tangible expression by which to advance and sustain these initiatives. Finally, this workshop is structured to be interactive and participatory.

Workshop Overview and Outcomes:

1. Develop a common language for diversity leadership
2. Create shared understanding of and responsibility for diversity
3. Promote a practice of inclusiveness and accountability

Workshop Modules:

The workshop is divided into three distinctive yet integrated modules

1. Refining and Re-framing Diversity
2. Developing a Strategic Management Framework
3. Creating Courageous Diversity Leaders

What you will discover:

1. How to engage in courageous conversations about diversity
2. Understand your inner strengths and capacity to make courageous strategic decisions
3. Build upon the ethos of honest, unselfish collective leadership