

Woodland Community College
ACADEMIC SENATE
Minutes – March 8, 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 checked="" 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: D. Houston, A. Villagrana, N. Kirschner, M. Senecal, L. Deniz, T. Johnston, C. Howerton, K. Carabajal, L. Richard, G. Galamba, P. Johnson

Call to Order at 1:05 pm

I. Approval of Agenda as Amended (Clark/Gassman)

II. Public Comment

- A. N. Kirschner requests that the Senate be clear about what “campus climate” means on its agenda and when it is discussed in meetings. Does it indicate faculty interactions with each other or is it an issue of campus administration or campus direction?
- B. Ortiz reports that on April 12 the diversity committee has scheduled a workshop at the same time as a Senate meeting (due to time limitations of the guest speaker). This is an important meeting and he requests a change to the Senate meeting scheduled for that time.
- C. Chetra provides an update on the success of math students who make use of the WAM and the tutoring services provided in the WAM.

III. Approval of Minutes as Amended: February 22 (Clark/Chetra)

IV. President’s Report-Chahal

- A. Placed on hold until next meeting due to the number of agenda items.

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

- A. Committee Appointments: Ortiz volunteered for the Interim College Council opening. C. Murphy volunteered for the adjunct opening on the Communication Resource Committee. E. Spears (counseling) and J. Mullin (CTE) have volunteered for the BSI/Student Success committee openings. M. Moreno is elected by Senate vote to the Food Services Advisory Committee.

VI. New Business

- A. Accreditation Committee. M. Senecal reports that the committee known as ART has been formed to respond to the accreditation team’s recommendations. With regard to the college planning recommendation, a number of steps are being developed to streamline and enhance the planning process. C. Howerton reports that the SLO recommendation is also being addressed and he is confident the necessary assessments will be made and reported effectively in order to achieve a positive result. He calls this approach to SLOs “The Road to 100%.” The DE

Committee is making progress on the third recommendation. The CRC and the Flex committees are making progress on the fourth recommendation.

- B. District Accreditation Recommendations. D. Houston reports that he is impressed with the communication taking place regarding the campus response to the accreditation team's recommendations. WCC should be proud with the planning and work taking place thus far to address the accreditation response. He also reports that the District is making both short and long term goals a priority to address the accreditation team's requests for the District. His full report is located at the end of these minutes. Ortiz notes that the demographics of YCCD are 60% non-white and that about 80% of the students at WCC are on financial aid. He asks the chancellor if he and the board have the courage to address these demographics in the planning of student success strategies. D. Houston responds that he would not ask the Senate or the schools to develop strategies or activities based on demographics; that is something the schools need to come up with. The quality of the goals depends on how we structure and follow through on them. This is not something that will gather dust on the shelf. The chancellor's role is to champion the goals that are prioritized by the Senate. Clark questions how viable it is to shift resources across the District based on the goals and ideas that are generated in response to this report. D. Houston asks whether we have the fortitude to look at and adopt other models of student advising. Can we use a model used by colleges from other states? This is a "braver" question in his mind because we are bound to a high school-based model of student intake and student advising. If he is held accountable to a particular goal that involves shifting resources, that's what he will do. We have 20th century functions and archaic processes in some places at the District and college level, and we need to begin to move to develop these processes. Chetra asks when we will have the next coffee with the chancellor. D. Houston responds that he will work on doing another one in the future.
- C. FON. K. Carabajal reports on the District's compliance with AB 1725 (Full-Time Faculty Obligation). The District is currently in compliance with the FON (faculty obligation number), and the number of FTEF being taught by full time faculty has decreased each year since Fall 2010. Currently only one district in the state exceeds 75% (Citrus) full time FTEF. Ortiz asks whether the rate of full time to adjunct faculty has a direct effect on student success. K. Carabajal is not sure whether information is available to support this. She notes that only credit courses are counted in the percentages. Colleges save money by paying adjuncts and have little incentive to hire more full time faculty.
- D. Phase 2 Reorganization. K. Carabajal reports that recommendations have been compiled based on the fact finding sessions. The recommendations will be presented on Monday at WCC.
- E. Clerical Support for the Senate. Clark reports that the YC Senate has looked into providing clerical support for meetings. WCC will also look into doing this in the future.
- F. Senate VP/ Secretary Elections.
Nomination for Senate Vice President: Matt Clark (Ortiz/Gassman). Unanimous Vote.
Nomination for Secretary: Kevin Ferns (Ortiz/Gassman). Unanimous Vote.
- G. Tablets for Curriculum Committee. Clark will follow up on this in a future meeting.
- H. Request for funds to attend Curriculum Institute: Asmus and Kirschner would like to attend. It will be in Anaheim and probably cost around \$1,000/person. The Senate does not currently have funds to support two attendees.
 - Motion to fund travel/registration for one person to the Curriculum Institute and ask the Vice President of WCC to locate funds for the second person (Clark/Wheeler MSC)
- I. Equivalency Process. Chahal will follow up on this in a future meeting.
- J. Campus Climate. Chahal asks how we'd like to identify problems and work on resolutions going forward. C. Howerton notes that this was agendized 6 years ago in College Council. We continue to agendize it, but not enough collaboration across the campus is taking place. P. Johnson reports

that based on her interviews across the campus, three themes emerged in her final report: Disputes among faculty, college direction going forward, and faculty/staff relationships with administration. No action has been taken on this report as of yet. Ortiz suggests that the faculty to faculty issues grew out of the lack of leadership from the top.L. Deniz asks whether we could get some mentorship for our leaders. Wheeler asks that leadership listen to the campus community and make decisions based on consensus rather than simply making announcements or decrees about upcoming plans or decisions that are already made. P. Johnson asks why this did not come up in the accreditation report. Chahal/Clark suggest that the processes in place are good and the faculty relations are sound, which is what the accreditation process measures. C. Howerton notes that accreditation is not the place to bring up internal fights, but to respond to the letter of the report. P. Johnson suggests that the Senate begin the process of making some requests for mentorship and cooperation within the campus community in order to bridge the gaps and address the problems that are contributing to the current campus climate questions. C. Howerton suggests that one area to begin this mentorship and focused attention would be in the hiring and training of the next Dean of Instruction/Learning Resources

VII. Meeting Adjourned-3:19 pm (Gassman/Clark)

Vice President Report
March 8th, 2013

1. **Committee Assignments** –

- CRC (1 FT, 1Adjunct)
- District Food Service Advisory (1 FT)
- College Council (1 FT, interim)
- Student-Success/BSI – (1 FT each from CTE, Student Services)

2. **Curriculum Report** –

- Workflow has been halted to work on curriculum inventory. The halt request came from the vice chancellor without consultation with the WCC senate or the WCC Curriculum Committee

3. **DC3**

(2/26)

- Proposal to employ ORID model for decision making was discussed. We will use it on a trial basis soon. A claim was made that decision making time will be more efficient (cut time to 1/3).
- Discussed the ACCJC reports and the plan for responses at the district and college level. The Board has requested monthly reports. There will be a follow-up visit almost immediately after the October 15th due date for the written reports.
- DC3T1 and DC3T2 both gave brief status reports. DC3T1 will have a protocol to present in the near future. DC3T2 is working to respond to its changing purpose (more focus on committee work and communication to and from committees).
- The chancellor spoke briefly about realignment and said he was willing to move the April “deadline” for a recommendation to the Board. He also said that he viewed the decision as much more operational in nature than strategic. He reaffirmed the Board’s desire to allow students a seamless transition between colleges in the district.

(3/5)

- The draft board agenda was reviewed with little comment.
- A BP regarding alcohol was moved forward by consensus.
- The chancellor introduced district short-term strategic goals and they were discussed. Some improvements were suggested. Since the chancellor will be presenting the information to the senate, I will not elaborate further at this point.

5. **Budget & Planning**

(3/7)

- Konuwa gave an update on grants.
- Planning for response to Recommendation #1 was discussed and tasks assigned.
- Senecal presented ideas regarding evaluating WCC’s progress on strategic goals..

Yuba Community College District Revised Working Draft Short-Term Goals

March 7, 2013

Improve Student Success & Completion

- Student Learning Outcomes (SLOs) & Academic Continuous Quality Improvement (CQI)
 - Consistent with new DoE requirements – establish standards of student achievement and learning.
 - Provide technical expertise for development assessment and utilizing results of SLOs. Complete development of SLOs for all courses, classes, programs and the institution; develop meaningful assessment system for SLOs at all levels
 - *Use results of SLO assessment and student achievement assessment to identify priorities, set goals for improvement, and allocate resources to achieve those goals through budget development*
- Student Success Initiatives (inc. “Phase 2”) and Completion Agenda
 - Explore, design, implement and assess specific strategies to improve student success particularly with regard to curricular design (assessment & pre/co-requisites) and student support services.
 - Evaluate and improve organizational efficiencies through use of technology and the student experience to increase student completion, student learning, and student success

Develop leadership/managerial competencies and reengineer for:

- communication/decision-making effectiveness and trust-building
- administrative efficiency to realign resources for student success
- Examples include:
 - Create professional development opportunities (*Leadership Plus, Professional Development in DMC, interim assignments, external leadership programs*)
 - Provide training on roles and responsibilities for decision-making to ensure decisions are made at the lowest level
 - To ensure efficiency restructure the participatory decision-making committee structures
 - Develop clearly defined committee charters; identify appropriate membership structures; train and empower teams for efficient and accurate work

Program for emerging needs/imperatives

- Develop Comprehensive Planning Protocol (*i.e. DC3 Team 1*) to conduct long-range planning for strategic initiatives and program/service priorities (Comprehensive District master Plan)

- Pursue imperatives and opportunities in Economic and Workforce Development (EWD) Initiatives:
(i.e. “Doing What Matters for Jobs and the Economy”
<http://doingwhatmatters.cccco.edu/> and
“The Next Economy” <http://www.nexteconomycapitalregion.org/>)
- *Leverage existing programs and existing programmatic partnerships.*

Provide (assert?) regional leadership in:

- EWD Initiatives – (1) support the reorganization of EDPAC/CCCCO EWD by organizing region and (2) forge partnerships with other regional CCs to advance specific industry-focused initiatives
- Continue/accelerate work on Rural College Collaborative to optimize administrative and programmatic shared service partnerships among small/rural colleges (interest is growing among mid-sized districts as well).
- Lead/support the development of state & local partnerships focused on the Completion Agenda(s)
