

Woodland Community College
ACADEMIC SENATE
Minutes – April 27, 2012

<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"/> Estelita Spears (Student Services)	<input checked="" type="checkbox"/> Donna McGill-Cameron (Business and Vocational Ed.)

Guests: J. McCabe, N. Bruening, C. Strode, J. Ortiz, J. Shah, R. Sanchez, J. Brown

Call to Order at 1:07 pm

I. Approval of Agenda (Wheeler/Chetra)

II. Public Comment

- A. J. McCabe would like at least one unit of release time to be considered as compensation for the College Council co-chair due to the amount of work involved.
- B. Chetra attended a BSI conference on April 13. Money for next year hinges on a very tight budget; it's possible BSI money may not be available. He also attended a Senate plenary workshop two weeks ago in which he learned that the college administration must obtain Senate approval when applying for some grants that involve curriculum.

III. Approval of minutes as amended for 4/13/12 (Wheeler/Clark)

IV. President's Report-Chahal

- A. Chahal's written report is attached to the end of this document.

V. Vice President's Report-Clark

- A. Committee Appointments: Clark reports that L. Lara-Medrano has volunteered for College Council, Chetra and Spears have volunteered for the Student Success Committee, C. Howerton has volunteered for the Communication Resource Committee, C. Latimer and N. Kirschner have volunteered for the Scheduling Committee, and no volunteers have yet stepped forward for the SLO Committee.

VI. Committee Reports

- A. Accreditation. J. Brown is working with A. Konuwa on last minute edits to the accreditation self study. It will be brought to the faculty for review in a faculty meeting. The edited draft will go to the Board in July. Over the summer, J. Brown plans to create a Cliff's Notes version of the study.

- B. BSI. J. Ortiz presents a report on BSI, including a list of current projects and membership (attached below). He comments that WCC's use of the facilitator is unique among community colleges; most other colleges have a faculty member coordinator for BSI who is compensated with reassigned time of approximately 40%. He suggests that the Senate should consider this arrangement as well. WCC currently has \$38,759 in non-committed funds as of 4/6/12. For next year, he is not sure if money will be available. Clark asks whether it's better to continue with a facilitator or begin the process to request coordinator reassigned time for the position. J. Ortiz states that we should look at it next year and determine this based on whether the money is available in BSI. Chetra asks what we should do with the BSI committee if the funds run out. Perhaps the campus researcher could become the BSI facilitator? J. Ortiz states that an administrator can't be a facilitator for BSI.
- C. Student Success. C. Strobe distributed a report on the Student Success Committee for Spring 2012 (attached at end).
- D. Library Advisory Committee. N. Bruening reports that the LAC has successfully begun a partnership in Williams at the local library to share shelf space for the Colusa County Outreach Facility. They eventually hope to build a joint use facility at the CCOF. The committee is developing a form for faculty and staff to make materials requests to the library. This will allow the library to prioritize these requests if funds are limited. Clark asks about the committee's purpose statement and recent minutes suggesting that some of the committee members are not supportive of the committee fulfilling its mission as outlined in the purpose statement. N. Bruening replies that the committee made recommendations to the Dean of Instruction this semester on a number of vital issues. Clark asks why the committee has not made progress on all four of the issues upon which the Senate had originally tasked the committee. Wheeler asks whether there is opposition to the existence of the committee from within the committee. N. Bruening states that yes, there is still some opposition from within the committee, but this should not impede accomplishment of committee work. Clark expresses concern that the tasks of the committee have not been accomplished this semester. The chair of the committee should drive the agenda and make sure goals are being accomplished, and not just build agenda based on solicited items from committee members. In addition, a faculty chair should not rely on a sponsor to lead the committee. As of right now, it appears that the sponsor is leading the committee. N. Bruening will take these concerns back to the committee.

VII. New Business.

- A. Student Loans 2012-2013. R. Sanchez states that regarding student loans, we have 6 students in default of more than 100 days. The official default time period is 270 days. We serviced 80 students for student loans last year and our current default rate is 13%. Current law states that community colleges at 40% or higher default rate for 3 years will lose Pell Grants. The community college can work to assist students under default and help them find out about other student loans and offer other workshops through financial aid. J. Ortiz questions whether the District or the individual college can make the decision to suspend the loan program. The data regarding the number of students who get loans and who default on them appears to be under some debate as well. WCC administrators appear to have made the decision to eliminate the loan program without consultation and without reliable data. Chahal states that administration made the decision without faculty input. It will be on the 5/9 District Board meeting agenda as an informational item. Wheeler

- reports that an administrator came to her class and told her students that there would be no student loan program at WCC next year.
- B. Faculty participants in graduation ceremony. Chahal asks if faculty would like to read names during graduation, and if selecting new faculty name readers based on the seniority list would be sufficient to select readers. The Senate agrees this is a good thing.
 - C. Year-end retreat. Chahal suggests Friday, 5/18, as a possible Senate retreat/workshop. She will send out a Doodle to Senators for meeting availability.

VIII. Meeting Adjourned-3:10 pm (Gassman/Wheeler)

Woodland Community College
Academic Senate
President's Report
April 27, 2012

DC3 – April 16

- Discussed purpose of DC3, some upcoming items for discussion, and decision-making process.
- Immediate issues to address: budget development/communication process; enrollment management (attendance accounting); Resource Allocation and Model; Sutter County Outreach Facility; transition protocols (temporary); Institutional Effectiveness; DC3 purpose.
- Strategic issues: clarification of district-wide issues; DC3 review of 12/16/11 retreat; Strategic Development Teams milestones and reports to district-wide community; communication plan (Team 2); integrate accreditation outcomes from colleges; decision-making process (information gathering, developing criteria, communicating out).
- Calendar of meetings: April 30, June 4, July 2, July 30
- Tentative meetings: May 10, May 14, May 22, June 18

Budget Summit – April 17 and 25

- Reviewed input received from all constituent groups, but overwhelming consensus was that eliminating redundant services is critical. The following list was created by CHEX based on this input.
- Factors for consideration:
 - Legal and statutory compliance (District Policy)
 - Accreditation compliance
 - Alignment to strategic goals and master planning
 - Critical elements of student success (graduation requirements)
 - Increased efficiency (including evaluating for centralization)
 - Narrowing of mission from legislature
 - Workforce needs
 - Community expectations
- Alt & Kaur will flesh out and revise list based on feedback provided at 4/25 meeting.
- Calendar of meetings: May 2, May 15, May 29

ASCCC Spring Plenary – April 19-21

- All presentation materials and handouts are available at <http://asccc.org/events/2012/spring-plenary-session/presentations>
I would be happy to discuss any further.
- I sent an email with the final resolutions on 4/27 to all faculty. Please note 13.06 (Success of Latino Student Achievement) authored by Jesse Ortiz.
- Some highlights:
 - *Helping Colleges Prepare for Extreme Budget Fluctuations* used as examples Napa Valley College, Folsom Lake College, and American River College and their work on class schedules and managing cuts. The work being discussed was in keeping with that of our Scheduling Committee, and I will refer these three examples to our committee.

- *Repeatability: All Over Again* discussed changes made to Title 5 last year. The legal mandates place limits on the number of times a college can collect apportionment for students taking classes within certain “families” of courses.

DC3T1 – April 26

- Trying to identify a process to determine how resources would be allocated within the district. Recent discussions centered on the idea of a type of district-wide Educational Master Plan and how this might help inform such a process as well as how existing college plans (EMP and Program Review) could be used to inform such decisions.
- Calendar of meetings: May 2, May 9

Student Success Committee: Spring 2012

Recap of This Year's Achievements:

- **Matriculation Plan revision** (including new mandated components)
- **Collaboration with BSI Committee**
 - Joint BSI / SSC meeting Fall 2011 (hopefully a regular activity)
 - Joint discussions Spring 2012 regarding student loan elimination
- **Student success plan monitoring**
 - Consolidating activities from the major college plans that focus on student success activities (Equity Plan, Matriculation Plan, and BSI) into a "Crosswalk of Plans" matrix to identify priorities and overlap.
 - Initiated the process of tracking updates and statuses of activities within the Student Equity Plan and Matriculation Plan.
- **Developing recommendations to be included in the recently submitted HSI development grant** (March 2012).
- **Initial groundwork on the concept of a comprehensive campus student support service center (Student Achievement Center).**
 - Fall 2011: joint BSI/SSC meeting generated a recommendation to combine student support services under one umbrella to facilitate better coordination / student support
 - SAC concept included in recent HSI grant.
 - One SSC meeting this semester devoted to a presentation from the coordinators of Butte College's Center for Academic Success (CAS).

Goals For Spring 2012:

- **Rough draft of Matric Plan** (end of Spring 2012; final draft due Oct 2012)
- **Identify / prioritize 1-2 key student success activities** from our Equity Plan and Matriculation Plans (including Student Achievement Center)
- **Expand Faces of Success** (in response to campus strategic planning meeting suggestion).

WOODLAND COMMUNITY COLLEGE
BSI Projects July 1, 2011 – June 30, 2012 (4/6/12 revised)

Planned Action	Effective Practice ID	WCC Goal Number	Amount Allocated	Measurable Outcome	Criteria that Demonstrates Effectiveness
1. Continue across the curriculum instructional support in reading/writing. <i>READING ASSISTANCE TUTORING</i> (Cay)	A.5.1	1.2	\$31,638. Jan 2012-June 2013 (4/6/12 approved)	The number of students served by the intervention program	Based on student survey's 70% of students in project will be "satisfied" with course related assistance.
2. Support the growing success of math intervention program as it increases retention, persistence and success rate. <i>EARLY ALERT – MATH</i> (Talwinder)	D.9.2	1.2	\$20,156. July 2011-June 2012	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served.
3. Enhance tutoring and supplemental instruction to increase student success rates. <i>TUTORING</i> (Loretta)	D.10.3 D.10.5	1.2	\$10,000. July 2011-June 2012	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served.
4. WAM Center – Math I –A (Talwinder)	D.9.2	1.2	\$10,000. July 2011-June 2012	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served
1. Staff Development- BSI committee <ul style="list-style-type: none"> • Internal request • External request 	C.1.2	1.2	\$5,000. On-going		
<ul style="list-style-type: none"> • BSI Facilitator (Jesse) (Includes Assistant 225 hrs./\$3,800: Jan 1-June 30, 2012)			\$11,000. \$7,200-Jesse \$3,800-Nick (includes benefits) June 2011-July 2012		

Total: \$87,804. (includes Reading Assistance Tutoring-through June 2013)

BSI Approved Projects: July 1, 2012 – June 30, 2013

Planned Action	Effective Practice ID	WCC Goal Number	Amount Allocated	Measurable Outcome	Criteria that Demonstrates Effectiveness
Continue across the curriculum instructional support in reading/writing. <i>READING ASSISTANCE TUTORING</i> (Cay)	A.5.1	1.2	\$21,388. July 2012-June 2013	The number of students served by the intervention program	Based on student survey's 70% of students in project will be "satisfied" with course related assistance.
Support the growing success of math intervention program as it increases retention, persistence and success rate. <i>Math Success Pathways</i> (Talwinder)	D.9.2	1.2	\$25,200. July 2012-June 2013 (12/2/11 approved)	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served.
Enhance tutoring and supplemental instruction to increase student success rates. <i>TUTORING</i> (Loretta)	D.10.3 D.10.5	1.2	\$10,000. July 2012-June 2013	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served.
<i>Reading and Writing for Social Science Majors.</i> (Nili)	A.5 B.2 C.2 D.2	1.2	\$1,500. July 2012-Dec. 2012 (12/2/11 approved)	Self reports of improvement.	Self reports of improvement.
WAM Center – Math I –A (Talwinder)	D.9.2	1.2	\$10,000. July 2012-June 2013	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served
BSI Facilitator			\$11,000. (includes benefits) July 2012-June 2013		

Total: \$57,700. (does not include Reading Assistance Tutoring)

BSI Approved Projects: July 1, 2013 – June 30, 2014

Planned Action	Effective Practice ID	WCC Goal Number	Amount Allocated	Measurable Outcome	Criteria that Demonstrates Effectiveness
-----------------------	------------------------------	------------------------	-------------------------	---------------------------	---

	ID				
Enhance tutoring and supplemental instruction to increase student success rates. <i>TUTORING</i> (Loretta)	D.10.3 D.10.5	1.2	\$10,000. July 2013-June 2014	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served.
WAM Center – Math I –A (Talwinder)	D.9.2	1.2	\$10,000. July 2013-June 2014	The number of students served by the intervention program.	There is a 5% increase in students served in the program over 2010-11 students served
BSI Facilitator			\$11,000. (includes benefits) July 2013-June 2014		

Total: \$31,000.

BSI BUDGETED PROJECTS

2011 -2012: \$87,804.

2012 –2013: \$57,554

2013 2014: \$31,000.

Total: **\$176,348.**

2011 – 2014: WCC BSI Budget

Budget	Allocated	Balance	Expires
#671 (08-09)	\$100,000.	0	6/30/2011
#672 (09-10)	90,000.	\$39,607.	6/30/2012
#673 (10-11)	85,500.	\$85,500.	6/30/2013
#674 (11-12)	90,000.	\$90,000.	6/30/2014

TOTAL **\$215,107** as of 9/14/11

\$38,759. Non-committed: 4/6/12

Historical WCC BSI Funding/Facilitators

<u>Year</u>	<u>Facilitator</u>	<u>Account #</u>	<u>Original Amount</u>	<u>Expired(s)</u>
2005-06	K. Nather	455	\$29,039.	6/2009
2006-07	K. Nather	479	\$64,954.	6/2009
2007-08	P. Huntington	670	\$61,777.	6/2010
2008-09	L. Richard	671	\$100,000.	6/2011
2009-10	M. Chahal	672	\$90,000.	6/2012
2010-11	J. Ortiz	673	\$85,500.	6/2013
2011-12	J. Ortiz	674	\$90,000.	6/2014
2012-13				6/2015