

Woodland Community College
ACADEMIC SENATE
Meeting Minutes – August 24, 2012

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| <input checked="" type="checkbox"/> Monica Chahal (President) | <input checked="" type="checkbox"/> Kevin Ferns (Language Arts) | <input 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: K. Carabajal, A. Konuwa, A. Fairchilds, J. Shah

Call to Order at 1:03 p.m.

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

II. Public Comment

- A. Clavere reports that an issue with the bookstore has been resolved with intervention from R. Besikof. Clavere had ordered a certain number of books and the bookstore manager had lowered the number without telling her. When she discovered what the bookstore manager had done and confronted him about it because the text was not available at the bookstore, he argued with her rather than acknowledge he had made a mistake. She will also report this to J. Brown, who is on the bookstore committee.
- B. Clark reports that the Read to Succeed program is going strong. Please encourage your students to contact Cay Strode at cstrode@yccd.edu to share a photo and favorite book for the web site.
- C. McGill-Cameron reports that all the flex contracts are out to faculty. Faculty must fill them out, sign, and return them to her by September 15.
- D. Gassman reports that M. Moreno's ethnic studies course was over-enrolled by 25 students due to a scheduling oversight regarding crosslisting. This hurt her students because she could only keep the students enrolled prior to August 1. In addition, she ordered two texts from the bookstore for a class and the bookstore only had one of the two available to students. M. Moreno also had trouble finding the latest accreditation report on the Portal.

III. Approval of minutes as amended for 6/22/12 (Clark/Clavere). Approval of minutes as amended for 8/10/12 (Clark/Clavere)

IV. Academic Senate President's Report- Chahal

- A. Chahal attended the Budget Summit and distributed the Budget Summit Report (attached). Based on her discussions with administration, Scenario B (page 6) appears to be the most likely path forward for the District. She reiterates that the WCC Senate will not prioritize programs for cuts if the budget situation becomes dire.

- B. On August 17, Chahal and Clark met with J. Whitfield regarding revising the faculty evaluation process and the new employee orientation process.

V. Academic Senate Vice President's Report- Clark

- A. Committee Appointments. J. Vallejo volunteered for the MESA hiring committee. No volunteers came forward for the CRC. For BSI, J. Ortiz volunteered as the student services representative. No others applied for BSI and so the positions remain vacant. For College Council, J. Ruiz has volunteered. For the District M&O Director interview panel, B. Asmus volunteered. All are approved by consensus.
- B. Clark reports that many faculty don't have access to some copiers because the copiers are not coded for faculty. Ideally faculty should be able to use multiple copiers.
- C. Clark reports that district administrators are making a concerted effort to be present at WCC more frequently than in the past.
- D. Curriculum Committee. We currently have 4 transfer degrees in place and 5 in the works. By the end of the year we will have 10 in place. CurricUNET is experiencing problems. Please notify Nili if you experience problems. We will be going through the catalog review process early this semester.

VI. New Business

- A. Introduction of Dr. Kayleigh Carabajal- She says hello to everyone, is happy to be here, and plans to be on campus frequently.
- B. Proposed change to program review date-Carabajal states that for the purposes of accreditation, the program reviews and updates should be aligned with the budget development. We are a year off cycle if we continue to wait until spring to do the program reviews. We are also considering collapsing some programs into larger groups to make the process more streamlined. WCC will assess the pilot program of ECE and Sociology (two departments experimenting with the early deadline).
- C. Institutional Effectiveness Model-Carabajal states we are in the fourth year of the effectiveness model. We won't be making modifications until after the accreditation process is over. After the fourth year cycle is over and we've had a chance to look at the process, we'll evaluate it and consider changes after the school year. Carabajal also states that M. Senecal will be staying at WCC and will not be moving into a District position, as was previously thought.
- D. Proposed District Calendar 2013-2014-Clark asks that senators notify constituents of the proposed changes regarding the additional academic holiday on February 18, 2014.
- E. BSI Facilitator-Chahal reports that J. Ortiz stepped down as BSI Facilitator due to commitments to MESA and we are working on finding a replacement. One proposal would be to allow A. Konuwa and M. Senecal to be co-facilitators, which would provide some relief until a faculty member could take over again. In other BSI news, we have recently discovered a potential \$29,000 deficit due to an accounting glitch. The decision of a new facilitator will be tabled until the next Senate meeting for further consideration. Ortiz reports that by making BSI a release time assignment rather than extra pay, we would be emphasizing the importance of BSI on our campus. The best BSI programs in the state are the ones whose campuses have provided release time rather than extra pay to the facilitator. We have had requests for other coordinator positions with release time across the campus, and we need to develop a method of prioritizing and addressing these requests. One idea might be to combine WAM, ARC,

Tutoring, and BSI facilitation under one faculty member. Besides creating a BSI coordinator with release time and take it to the union for approval, another option would be to create a new position and request it through the faculty staffing process. A key question that needs answering is: If you need to use BSI funds to pay for release time, would the BSI monies need to backfill salary or simply pay for the adjunct who would be taking the place of a full timer who gives up a class to take on the BSI facilitator role?

- F. Committee Reports-Clark will put a schedule together with dates to approve at the next Senate meeting.
- G. Tutoring at WCC and CCOF-Clark reports that the resources for tutoring have diminished due to lack of funding and oversight. We need to focus on tutoring to get it up to a satisfactory level. Tutoring is limited and even more so at Colusa. This will be agendaized at a future meeting where L. Richard and R. Besikof can be present to take part in the discussion.
- H. 2012-2013 Goals-Chahal would like to get regular updates on the goals going forward. Goals 1-4 will be addressed at the next meeting.

Meeting Adjourned-3:01 p.m. (Gassman/Clavere)