

Woodland Community College
ACADEMIC SENATE
Minutes – October 14, 2011

<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. Ortiz, C. Howerton, G. Sandy, J. Shah, A. Konuwa, S. Spina

Call to Order at 1:05 pm

I. Approval of Agenda (Clark/Gassman).

II. Approval of Minutes: September 23 (Wheeler/McGill-Cameron) and September 30 as amended (Wheeler/Clark).

III. Public Comment

- J. Ortiz comments on goals for 2007-2011. Local level goals and strategies are not being followed up. We set them but don't continue to work through them.
- Clark asks whether there will be a district-wide forum on Thursday, November 10. Each member should take this back to their constituencies.
- Ferns asks whether summaries of the Senate should be sent immediately following the meeting. This will be agendized for a future meeting.

IV. President's Report: Chahal

- A. Chahal will send out the report in writing prior to the meeting in the future.
- B. The DE subcommittee reports that DE will be overseen by the District rather than by Yuba College. This is positive news for WCC's future regarding DE.
- C. We are pursuing the MESA grant proposal.
- D. The resource allocation model has made little progress thus far.
- E. District College Academic Senate (DCAS) will help set agendas for DC3 to drive district planning. We are in the process of updating the Academic Employee handbook. B. Espinoza will update as necessary and distribute in parts to the Senate for review by constituencies.
- F. Chahal reports a case of whiplash as a result of the speed of the last District board meeting. The new Senate/college president reporting structure is still being worked out. She will distribute her comments from the meeting via email.

V. Vice President's Report: Clark

- A. Clark reports from the last District board meeting that summer scheduling may be cut back in accordance with D. Houston's vision for summer programs and in light of future budget constraints.
- B. The Curriculum Committee has not modified the syllabus template. Because they meet on Fridays, turnaround time for the Senate will be difficult going forward since we would not have time to review between the two meetings. Many new human services courses are being updated/developed and modified, and new certificates are being developed. The curriculum committee is approving new courses for a potential expansion of a program that the college has not fully determined will be a part of our future expansion.
- C. The DC3 may have a future discussion on listserves/email, as this is an ongoing issue with staff and faculty.
- D. Committee Appointments: We have 4 volunteers to participate in a meeting regarding MESA with California Connects and the state Chancellor's office: J. Ortiz, J. Ruiz, Clark, and J. Brown.

VI. Committee/Division Reports

- A. SLOs: Howerton reports that college level assessment of the 8 SLOs needs to take place. He is working with M. Khatami to develop these reports of assessment. The rollout will include two areas each semester to be assessed in rotation. He requests feedback on this plan from all constituencies.
- B. Calendar Committee: Chetra reports that the discussions are ongoing regarding spring break 2013 and the Caesar Chavez holiday, which may follow the break on the Monday just after Easter. In addition, the graduation ceremony date may also be modified from Friday to another date because the chancellor wants to attend ceremonies at multiple campuses.

VII. New Business

- A. Measure J: Ferns reports from the Measure J Meeting that not much money is left from Measure J funds. WCC was originally slated to receive 28% of the money, yet actually received only 13% of the money. The WCC amount includes the Colusa portion. J. Ortiz reports that the city and county passed the bond, yet WCC only received approximately 10% of the money. We were originally slated to build two buildings. G. Sandy reports that much of the money was spent on existing buildings, and the bond did not produce the amount of money that we originally hoped for. The Senate will follow up on this issue regarding the decision making process and the ethical complications involving the shortchanging of WCC for the benefit of projects elsewhere in the District.
- B. Fall Plenary: Chahal and Clark will participate in the Area A meeting on October 21. If you have comments on any resolutions, provide to Chahal/Clark prior to Thursday, October 20. Input can be provided on the resolutions prior to the Plenary, which occurs in November in San Diego.
- C. Goal Assignments: Chahal solicited volunteers for each of the Senate goals for 2011-2012. They are as follows:

WCC Academic Senate 2011-12 Goals

Goal	Status/Responsible Party
1. Enrollment – waitlists	New (Ferns, Gassman)
2. Curriculum – complete handbook, increase faculty awareness, establish program development structure and incorporate with EMP, review and establish degrees/certificates, establish AA-T an AS-T where appropriate, and create catalog/class-schedule subcommittee.	New (Clark)
3. Communication – advocate for increase in effective communication tools and access.	New (Chahal, Ferns, Clark)
4. Grading policies – review and update Faculty Handbook and distribute.	New (Senate)
5. Academic Standards – promote rigor in coursework and collegiality among faculty, classified staff, administration, and students.	New (Clark/Gassman/Chahal)
6. Student success – move from assessment of SLOs to CQI through SLOs, identify and address barriers to student success (counseling availability, course offerings, etc.). Establish assessment cycles and begin reviews.	New (Spears/Chetra)
7. Accreditation – move forward on self study	Carried over from 2010-11 (Chahal)
8. Faculty development – find more opportunities/activities focused on student success	New (McGill-Cameron/Chetra)
9. Planning/Budget – continue movement toward involvement of all constituencies in processes of planning and budget development.	New (Chahal/Clark)
10. Program review – assess new Evaluation Team process.	New (Clark)
11. Revise tenure team training process.	Carried over from 2010-11. (Chahal/McGill-Cameron/Clark)
13. Senate Purpose Statement.	New. Completed 8/26/11.
14. Streamline equivalency process.	Carried over from 2010-11. (Clark/Chahal)
15. Colusa County Outreach Facility (CCOF)	Ongoing (Clark/Chahal/Wheeler)
16. Revise senate constitution & bylaws.	Ongoing (McGill-Cameron/Clark/Gassman)

- D. Faculty, Staff, and Administration Staffing Committee: Clark reports that there is no hiring process for staff and administrators. Thus, the faculty staffing committee will expand to include these groups.

Motion to approve the Purpose Statement for the new committee (M/S/C Gassman/Clark) (Motion passes 7-1, In Favor: Gassman, Clark, Spears, Ferns, Clavere, Wheeler, McGill-Cameron. Opposed: Chetra)

- E. Standardized Syllabus: Tabled
- F. Committee Reporting Structure: Clark presents a proposed calendar indicating times when each campus committee should come to the Senate to report. He will draft a letter and distribute for comment which outlines exactly what the Senate is asking of the committee for this report:

Committee Reports to the Academic Senate

Committee	Report Date
Curriculum Committee	November 18 th , 2011 April 13 th , 2012
BSI Committee	November 18 th , 2011 April 13 th , 2012
Faculty Staffing Committee	March 23 rd , 2012
Communication Resource Committee	March 23 rd , 2012
Planning and Budget Committee	December 2 nd , 2012
Scheduling Committee	December 2 nd , 2011
Student Success Committee	April 27 th , 2012
Library Advisory Committee	December 2 nd , 2011 April 27 th , 2012
SLO Committee	November 18 th , 2011 April 13 th , 2012
FLEX Committee	November 4 th , 2011
Diversity Committee	March 9 th , 2012
Accreditation Committee	December 2 nd , 2011 April 27 th , 2012
Instructional Equipment Request	March 23 rd , 2012

Motion to approve the calendar (M/S/C; Clark/Chetra)

- G. Campus Climate: Chahal reports that J. Ortiz has suggested forming a small group of faculty to work on campus climate issues. There were concerns in the past about having a small group as opposed to allowing the full faculty to comment from the beginning. Chahal will follow up with J. Ortiz on how to go about forming an inclusive group to deal with this issue.
- H. Student Success Report: Chahal reports that you can offer feedback online on the statewide student success draft recommendations submitted by the state Chancellor's office that were emailed to all faculty. Chetra reports that you can provide feedback to the Student Success Committee to provide input as to how WCC might proceed in regard to the draft recommendations. They will be finalized early 2012.

VIII. Unfinished Business

- A. Bookstore: Chahal distributes a report from Follett regarding markups on various texts in the bookstore. Markup percentages varied depending on various factors.

IX. Meeting Adjourned-3:02 pm (Gassman/Clark)