

Woodland Community College
ACADEMIC SENATE
Minutes - August 26th, 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: N. Kirschner, J. Ortiz, J. Shah, A. Konuwa, B. Rhode, C. Howerton

Call to Order at 1:12 pm

I. Approval of Agenda. Agenda approved as amended. (Gassman/McGill-Cameron)

II. Approval of Minutes. (Chetra/Clavere)

III. Oral Communication from the Public –

- N. Kirschner reported on bookstore concerns. Based on a random sampling, the WCC bookstore is marking up book prices at more than 100% in a few cases. In addition, the bookstore has been unable to stock instructor-requested books because a newer edition was available. In addition, CalWORKS students are required to buy books from the bookstore, so CalWORKS is losing money because it is forced to reimburse students from the bookstore. Clark reported that more information is needed on bookstore practices/markups from A. Fairchilds before making a recommendation. Chahal has asked M. Bogdonoff to report back to us on bookstore pricing/comparisons.
- Wheeler read and distributed a report stating that Philosophy course offerings have been reduced and that she would like more support for Philosophy courses on campus. She will pursue this item with R. Besikof and agendaize for a future meeting.
- B. Rhode reported that the heating/cooling system in Building 600 (in particular, 625,623, 626, and 629) does not function. The environment is not conducive to learning. She has reported to management and nothing has been done. Rhode also followed up on Kirschner’s bookstore report. An additional problem for students is that the bookstore does not order enough books for a course and runs out early. Thus, students do not come prepared to class. Chahal reiterated that she and Clark would take this to administration. Rhode is looking to start a student cooperative to share books rather than relying on the bookstore.

IV. President’s Report – Chahal

- Technology issues: The current Distributive/Distance Education organization structure leaves WCC’s DE issues unresolved. By design, the Dean of DE works at and is an employee of Yuba College and has little incentive to assist and coordinate with WCC regarding online classes. A districtwide DE position would most likely lead to better coordination of the district DE program. There are additional issues this person might help resolve, including who

is allowed to teach online courses and allocation of FTEF/FTES among the colleges for students who take online courses.

- There will no longer be a senate report at the board meetings. There will be one report delivered jointly. This is in response to Chancellor Houston's desire to change the tone and philosophy of the board meetings.
- Please attend the chancellor's reception Tuesday, 8/31 at 5:30 at the Gibson Museum.
- Houston will attend the 9/9 Academic Senate meeting to address the senate.

V. Vice President's Report – Clark

- If your committee is missing members, please have your chair email Clark. He is soliciting volunteers for committees (including tenure committees).
- For those departments undergoing program review and revising course outlines: There is currently no process on the curriculum committee. This is being worked on.
- There will be an upcoming flex session on the leadership conferences Clark attended.

VI. New Business

- A. Purpose statement: Clark will forward the purpose statement as worded below to Ana for inclusion in the WCC ed plan:

The senate, in accordance with Title 5 of the California Code of Regulations, shall be the recognized representative of the faculty to the administration and governing board of Woodland Community College in matters concerning academic and professional issues, and shall participate in the formation and revision of district policies and procedures in all matters of an academic and professional nature.

The purpose of the senate shall be to:

- *Promote the general welfare of Woodland Community College and the faculty.*
- *Work toward the development and improvement of professional standards.*
- *Provide for issues affecting faculty and the college community.*
- *Represent the faculty in making recommendations to the administration and the Board of Trustees with respect to academic and professional matters.*

- B. Technology: Chahal will take an updated technology report to DC3. Submit your concerns with regard to current and past technology issues at WCC to her. The district technology plan will go to the board on the September 7 meeting.
- C. Portal: Ferns reported that we have an organization in the portal for posting documents. We can begin using it since it is available. We cannot use it as a message board or as a place to exchange ideas, so we will use it initially as an area to post internal documents for informational purposes, such as draft minutes. Ferns will update the member list for access and begin posting draft minutes.
- D. Senate Goals 2011-2012 (Assigned leads in parentheses next to some goals).

1. Enrollment: Waitlists.

2. Curriculum: Create catalog/class schedule subcommittee (via curriculum and scheduling committees), complete handbook, increase faculty awareness, establish program development structure and incorporate with EMP, review and establish degrees/certificates, establish AA-T and AS-T where appropriate.
 3. Communication: Advocate for increase in effective communication tools and access.
 4. Grading Policies: Review, update, and distribute Faculty Handbook.
 5. Academic Standards: Promote rigor in coursework and collegiality among faculty, classified staff, administration, and students.
 6. Student Success: Move from assessment of SLOs to CQI through SLOs, identify and address barriers to student success (counseling availability, course offerings).
 7. Accreditation: Move forward on self study.
 8. Faculty Development: Find more opportunities/activities focused on student success.
 9. Planning/Budget: Continue movement toward involvement of all constituencies in processes of planning and budget development.
 10. Program Review: Assess new Evaluation Team process.
 11. SLOs: Establish assessment cycles and begin reviews.
 12. Revise tenure process (Chahal, Ferns, Clark).
 13. Senate Purpose Statement (Gassman, Clark, Wheeler).
 14. Streamline equivalency procedure: Work with Steverson to amend MOU to include “what to do” in the event no FT faculty exists in a department (Chahal).
 15. Work to create comprehensive process for Colusa County Outreach Facility (CCOF) (Clark, Spears, Clavere).
 16. Revise Senate Constitution and Bylaws (Clark, McGill, Gassman).
- Staffing Committee: Clark reported that we need a more comprehensive process for classified and administrative planning like the one we have in place for faculty planning. Clark will work with A. Konuwa to create a draft plan.
 - Adjunct Load: Konuwa reported that the district must implement the adjunct ed code law 87482.5. Adjunct faculty can teach up to .67 load of full time faculty, or 10 load units per semester. This affects departments which have done load balancing in the past. The issue will be discussed with faculty at the next faculty meeting on Tuesday, 9/6.
 - SLOs: C. Howerton reported that trainings for TracDat will be set up for divisions. To set this up or get further information on uploading, see C. Howerton. SLOs must now be uploaded to TracDat.
 - Curriculum Committee: Clark is investigating whether a librarian better serves the committee as a full-time member or as a resource. A curriculum committee member is on the library advisory committee as a resource. This will be brought to the senate for confirmation.

Next Meeting – September 9th, 1-3 pm, room 852

X. Meeting Adjourned - 3:00 (Clark/Gassman)