

**Woodland Community College**  
**ACADEMIC SENATE**  
**Minutes – September 9, 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: M. Moreno, S. Spina, J. Shah, J. Brown, B. Rhode, C. Howerton, G. Galamba, A. Konuwa, A. Fairchilds, D. Houston, J. Ortiz

Call to Order at 1:06 pm

I. Approval of Agenda. Agenda approved as amended. (Gassman/Clavere)

II. Approval of Minutes. Tabled until next meeting pending updates from Chahal.

III. Resolution in Honor of Julie Brown (Clark/Gassman)

**Woodland Community College Academic Senate Honors Julie Brown**

WHEREAS Julie Brown dedicated 1 year as a Senator for the Math and Sciences Division and 2 years as Vice President of the inaugural Woodland Community College Academic Senate; and

WHEREAS Ms. Brown worked tirelessly on the Yuba Community College District Academic Senate for 1 year prior to the formation of the Woodland Community College Senate; and WHEREAS the Woodland Community College Academic Senate would not be the successful and vibrant institution it is today without Ms. Brown's energy, courage, and leadership; and WHEREAS Ms. Brown's efforts on the accreditation process on behalf of the Woodland Community College Academic Senate have helped make the Woodland Community College campus the recognized institution that it is today; therefore be it

RESOLVED that the Woodland Community College Academic Senate recognize and remember the lasting legacy Julie Brown has had on our governing body and on our campus.

IV. Oral Communication from the Public –

- B. Rhode- Students reported that the bookstore did not have the books for Ecology 10. Financial aid checks did not arrive until this week for some students as well.
- B. Rhode-Children and Foster Care will have a fundraiser on November 19 for families and friends. Donations for a raffle (crafty things) are being accepted. Contact B. Rhode for more information.
- G. Galamba- His students waited for 3 weeks for his course required book from our bookstore. The bookstore did not have enough books and had to reorder. Students pre-ordered at the bookstore, but the bookstore would not refund their money when they purchased online. The bookstore still does not have their books.

- E. Spears-Counseling reported that priority registration may change to those students with a certain number of units rather than the last four digits of their social security number.
- M. Moreno- Library advisory committee met this week. She requested the senate support of this committee in the future.
- M. Moreno-Requested a student voice on campus, but it's difficult to maintain this if faculty are not supportive of student government.
- M. Moreno-Dia de la mujer will be held September 24, 8am to 4pm. It's an all day conference at WCC and is open to high school and college students. About 200 students are expected. She has encountered communication issues getting the word out on the portal/website/Facebook and hopes that technology and communication problems can be resolved for faculty who wish to communicate with the campus and community.
- Chetra: BSI has \$90,000 for mini grants this year.

V. President's Report – Chahal (submitted via email and pasted below):

### **District Consultation & Communication Council (DC3)**

**August 29, 2011**

We reviewed a draft agenda for the BOT September 7 meeting, including Vice Chancellor's budget presentation to the Board which shows that the district has in excess of a 21% reserve. Concerns with the process used to complete the Technology Plan were discussed at length

### **District/Colleges/Academic Senates (DCAS)**

**September 2, 2011**

Dr. Houston recommended developing a strategic plan this year for the district and would like to involve various constituent groups. He suggested developing this plan through the DC3, perhaps with a modification to the present membership. This topic is on today's agenda to allow for discussion.

Future agenda items:

AP 4500, Academic Employees Handbook

AAP 5500, Student Code of Conduct

Catalog Rights

Distributive Education

Enrollment Management

FON 75/25 and 50% Law

Leave Approval Committee (Sabbatical Leave Committee) – Revisions to Sabbatical Application

Local Graduation Requirements

Equivalencies

Prerequisites

Program Review Coordination

Course Outline Reviews

### **BOT meeting**

**September 7, 2011**

Some highlights:

1. In public comment, Dr. Robert Matthews and ASYC President George Chesno pointed out the unfairness of the policy that allows student vehicles without a parking decal to

be ticketed even when a receipt is clearly displayed. Trustee Tafoya directed Dr. Houston to look into this matter.

2. Trustee Sandy inquired about a “Values Statement” for the Technology Plan, which Dr. Houston indicated might be a good idea for all plans.
3. Trustee Sandy questioned the 21+% reserve and the message that sends when we are cutting classes and services to our students.

### **Director, Human Resources Development and Personnel Services**

Vice Chancellor Alt has requested input for the screening criteria and interview questions for this position. Please forward any suggestions to me by Wednesday, September 14.

### **VI. Vice President’s Report – Clark:**

- Met with A. Alt and M. Chahal regarding the tenure process. In the meeting, A. Alt expressed the desire to include the senates in the tenure process. A. Alt is willing to meet with the Senate at any time to ensure transparency in the conduct of business going forward.
- Met with A. Fairchilds and A. Konuwa regarding the bookstore and the .67 load issue for adjuncts. Both issues are being worked on.
- A&R submitted grades later than anticipated this summer, prohibiting students from seeing grades and registering for fall classes.
- Program review: Which programs should be developed at WCC? Planning issues should be analyzed and program development needs to be addressed.
- It was reported by A. Alt at the District Board meeting that no new faculty will be hired this year. This is surprising considering a 21% reserve in this year’s budget.

### **VII. New Business**

#### **A. Houston- General Remarks**

- a. This year’s budget: We have a 10% deficit in this year’s budget. Although we have a 21% reserve, we still need to determine areas in the budget where we can save money. This year’s budget anticipates spending all the one-time monies the district received last year. He has reduced the deficit to 6% thus far and he remains committed to getting this down to a balanced budget in the future. The current budget anticipates no new staffing and a deficit of more than \$2 million. Once ongoing expenses are balanced with revenues, it will be easier to make budget decisions regarding future hiring. His focus is now on the 12/13 budget. With regard to planning, he looks to the senates for planning processes. The planning processes should be integrated with the budget and future hiring.
- b. Curriculum. We should be brokers of our students’ education. If we can’t offer the classes, we should provide a means for our students to get those classes via other schools in the region.

#### **B. Chahal/Clark- DC3 Expanded Membership, Purpose, and District Strategic Planning: The number of faculty and students on the DC3 should be addressed.**

**Motion:** Strategic planning should take place through DC3 (Clark/Gassman)

- C. Chahal- Bookstore: What does the bookstore charge in relation to actual bookstore costs? M. Bogdonoff will do a cost analysis comparing the bookstore's prices to those of other outlets. If faculty don't want to place orders through the bookstore and choose to check the No Books Required box on the order form but then require a book to be purchased online, CalWORKS won't pay for the books if they need to order books online.
- D. Prerequisites-Clark: Should content review instructions come from the curriculum committee or the Senate? This can be taken to DCAS for the Yuba Senate to consider as well, as both Senates should be working in tandem on the issue.
- E. Program Review Validation Committee-Clark: The senate approved of the committee and formation of it should be taking place in the next few weeks. However, the appointing process comes through the various committees rather than through the normal solicitation process. Regarding committee appointments from specified committees, should the Senate make the decision or is this taken care of in the originating divisions/committees?
- F. Campus Climate-Chahal:
  - a. Fairchilds reported that there is a president's page on the portal, office hours are posted, and a campus walkaround is taking place. She reported that R. Besikof is doing some informal meetings with the dean for faculty and staff, and A. Konuwa is conducting campus walkarounds. She encouraged faculty to invite her to your classrooms to see students/faculty in action.
  - b. B. Rhode reported that she hoped that new deans would respect what has gone on prior to their arrival when making decisions. Rather than simply advising patience and telling faculty that something will get done, a new administrator should begin to address the problem by recognizing what has been attempted in the past.
  - c. Wheeler reported that an issue to be looked at is the relationships among full time and adjunct faculty in some departments and divisions. How can we better manage these relationships?
  - d. Clark suggested division representatives should solicit information/suggestions regarding campus climate and send to them to report back during the September 30 joint meeting with College Council.

Next Meeting – September 23, 1-3 pm, room 100

VII. Meeting Adjourned - 3:00 (Gassman/Chetra)