



Academic Senate Agenda

Date: Friday, March 10, 2017

Time/Location: 1-3 PM / WCC Room 113 & LCC Room 115

Senate Roles and Responsibilities (The 10+1)	
<ol style="list-style-type: none"> 1. Curriculum, including establishing prerequisites and placing courses within disciplines. 2. Degree and certificate requirements 3. Grading policies 4. Educational program development 5. Standards or policies regarding student preparation and success 6. District and college governance structures, as related to faculty roles 	<ol style="list-style-type: none"> 7. Faculty roles and involvement in accreditation processes, including self-study and annual reports 8. Policies for faculty professional development activities 9. Processes for program review 10. Processes for institutional planning and budget development 11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

Senators: **Matt Clark** (President), **Donna McGill-Cameron** (CTE), **Doug Stone** (WCC Part-time), **Jaya Shah** (Math & Science), **Kevin Ferns** (Secretary, FaLaHum), **Greg Gassman** (Social Science), **Pam Geer** (CCC & LCC Part-time), **Christopher Howerton** (VP, At-large), **Jose Vallejo** (Student Services), **Mike Papin** (LCC)

Ex-officio Members: **Ali Harder** (ASWCC President)

Item	Description-Type	Lead	Background and Objective
I	Approval of Agenda - Action		Approve agenda of 3/10/17.
II	Public Comment		Guests are welcome to comment on any item on the agenda or not on the agenda. For items on the agenda, they may comment now or during the discussion of that item.
	<i>Discussion</i>		
III	Approval of Minutes-Action		Review and approve the minutes of 2/24/17 regular meetings.
	<i>Discussion/Decision:</i>		
IV	Course Outline Revision Policy – Information/Discussion	Clark, Howerton	Background: The WCC Curriculum Committee recently approved a policy for revisions of CORs and forwarded the policy to the senate for approval. Objective: First read of the policy with the intent to provide feedback and possibly debate adoption at the March 24 senate meeting.
	<i>Discussion/Decision:</i>		
V	President’s Report - Information/Discussion	Clark	
	<i>Discussion/Decision:</i>		
VI	Vice President’s Report <ol style="list-style-type: none"> 1. Curriculum Update – Information/Discussion 2. Committee Appointments – Action 3. Other – Information/Discussion 	Howerton	Objective: 1. Receive update on work of the Curriculum Committees. 2. Appoint faculty members to committees.
	<i>Discussion/Decision:</i>		
VII	Senate/Committee Reports - Information	Senate	
	<i>Discussion/Decision:</i>		

VIII	Ex-officio Reports - Information	Harder	
<i>Discussion/Decision:</i>			
IX	Senate Assessment – Information/Discussion		<p>Background: To date, the senate has not regularly assessed its performance.</p> <p>Objective: Discuss the following questions: (1) How often should the senate assess its work, (2) Should assessments be internal, external, or both, and (3) Should the senate assess the work of the Curriculum Committee, the DE Committee, and the LAC? Further, begin a dialogue regarding the components of an assessment.</p>
<i>Discussion/Decision:</i>			
X	Use of Non-Tenure Evaluations in Tenure Process – Information/Discussion	Senate	<p>Background: Occasionally faculty members who have been evaluated (using the full-time evaluation process) in positions that are not tenure-track are hired to the same position after the position has been turned into a tenure-track position. Should the previous evaluations be considered and if so to what extent?</p> <p>Objective: Initial discussion of question with intent of eventually forming a position informing DCAS discussions.</p>
<i>Discussion/Decision:</i>			
XI	Spring Senate Retreat – Information/Discussion	Senate	<p>Background: The senate has yet to schedule a Senate Retreat for Spring Semester.</p> <p>Objective: Discuss options.</p>
<i>Discussion/Decision:</i>			
XII	Spring Work Plan and Goals Update– Information/Discussion	Senate	<p>Background: The senate established goals and should review progress. Further, the senate should prioritize its work for the remainder of the Academic Year.</p> <p>Objective: Review of the senate goals for 2016-2017 and calendaring of items for remaining agendas.</p>
<i>Discussion/Decision:</i>			
XIII	Accreditation Update - Information	Clark, Howerton	<p>Background: Under 10+1, the senate and the trustees will mutually agree on faculty roles relating to accreditation.</p> <p>Objective: Provide an update on the status and timelines for the accreditation process and report on the work of the Accreditation Steering Committee (ASC).</p>
<i>Discussion/Decision:</i>			
XIV	Spring/Summary ASCCC Events and Senate Budget Update – Information/Discussion	Senate	<p>Background: Upcoming ASCCC Events include: Spring Plenary (4/20-22), CTE Leadership Institute (5/5-6), Leadership Institute (6/15-17), and Curriculum Institute (7/12-15).</p> <p>Objective: Discuss optimal attendance at these events and updates on the senate budget to support attendance.</p>
<i>Discussion/Decision:</i>			
XV	Education Master Plan (EMP) Draft Review – Information/Discussion	Senate	<p>Background: WCC is in the process of updating its EMP. A new draft with College Objectives under a Completion by Design framework is available for feedback.</p> <p>Objective: Review the new draft with focus on the College Objectives.</p>
<i>Discussion/Decision:</i>			

XVI	Statement of Concern Regarding UC/CSU Tuition Increases - Discussion	Senate	Background: The UC system announced tuition increases and the CSU system might soon follow. Objective: Discuss the possibility of drafting a resolution of concern or opposition due to the potential impact on WCC's students
	<i>Discussion/Decision:</i>		
XVII	LCC Faculty Members on Committees – Information/Discussion	Senate	Background: The senate made recommendations regarding adding LCC designated slots to college committees. Objective: Review status of LCC faculty integration to college committee structure.
	<i>Discussion/Decision:</i>		
XVIII	Interview Committees for Coordinator Positions and Senate Appointments – Information/Discussion	Senate	Background: The FAYCCD Bargaining Agreement states that interviews for coordinator positions shall include "...at least two (2) faculty appointed by the Academic Senate". Objective: Consider options for appointing faculty members to coordinator interview committees.
	<i>Discussion/Decision:</i>		
XIX			
	<i>Discussion/Decision:</i>		
XX			
	<i>Discussion/Decision:</i>		
XXI	Future Agenda Items-Discussion		Dual Enrollment Pathways, Convocation, WCC Student Probation Processes, College Catalog, SSS Priorities, CCC, ADA in the Classroom, Student Services Update
	<i>Discussion/Decision:</i>		

Adopted WCC Academic Senate Goals, 2016-2017			
#	Goal	Who	Status
1	Student Success: Work with the Student Success Committee to identify and address barriers to student success (e.g., counseling availability, course offerings...).	Clark, Vallejo	Ongoing
2	Curriculum: Create catalog/class schedule subcommittee (via curriculum and scheduling committees).	McGill-Cameron, Howerton	Ongoing
3	Lake County Campus (LCC) Transition: Integrate LCC faculty and staff members into the WCC governance and planning structure. Ensure that LCC students are not negatively impacted by the transition.	Clark, Howerton, Papin	In progress. The senate and College Council have filled newly added LCC seats.
4	Professional Development: Build comprehensive annual (or semester long) professional development plans and increase faculty participation in professional development activities.	McGill-Cameron, Clark, Howerton	Preliminary conversations have taken place.
5	Faculty Evaluation: Improve the faculty evaluation process with an increased focus on professional development.	Howerton	In progress. New assessment tool was piloted last year. Team training started this year.
6	Sabbatical Leave: Define sabbatical leave process in light of the multi-college transition and unclear definitions of roles in the current process.	Clark	The Sabbatical Leave Task Force has drafted recommendations; review underway in the senates.
7	Grading Policies: Review, update, and distribute Faculty Handbook.	Clark	DCAS is awaiting work of CLAS
8	Colusa County Campus (CCC) Planning: Create comprehensive process for CCC scheduling and planning.	Clark, Geer, Vallejo, Papin	Environmental scans (internal and external) have been completed.
9	Revise Senate Constitution and Bylaws.	Clark, McGill-Cameron, Gassman, Ferns	In progress

Adopted WCC Academic Senate Goals, 2016-2017			
#	Goal	Who	Status
10	Sustainability and Grant Funding: Define process for seeking grants and sustaining work after grants or categorical funds expire.	Clark	Very preliminary discussions
11	Education Master Plan (EMP): Work with College Council to create the new WCC EMP	Clark, Howerton	In progress; the senate has received and reviewed the second draft of the EMP.
12	Distance Education (DE): Work with the Curriculum Committee and the Dean of Student Success and Planning to strengthen the WCC DE modality. Work should include, but not be limited to, faculty training, student training, student supplemental resources, and ensuring regular, instructor initiated contact.	Clark, McGill-Cameron	DE coordinator established; DE Handbook approved; senate DE Subcommittee established.