

Woodland Community College
Academic Senate
Minutes – February 14, 2014

<input checked="" type="checkbox"/> Matt Clark (President)	<input checked="" type="checkbox"/> Kevin Ferns (FaLaHum, Secretary)	<input checked="" type="checkbox"/> Talwinder Chetra (Math and Science)
<input checked="" type="checkbox"/> Christopher Howerton (At-Large)	<input checked="" type="checkbox"/> Donna Bahneman (Adjunct, WCC)	<input checked="" type="checkbox"/> Pamela Geer (Adjunct, CCOF)
<input checked="" type="checkbox"/> Greg Gassman (Social Sciences)	<input checked="" type="checkbox"/> Cheryl Latimer (Student Services)	<input checked="" type="checkbox"/> Donna McGill-Cameron (Business and Vocational Ed., Vice President)

Guests: A. Konuwa, L. Deniz, M. Senecal, J. Ruiz, J. Vallejo, J. Ortiz, K. Carabajal, M. Chahal, V. Cuevas

Call to Order at 1:06 p.m.

I. Approval of Agenda (Chetra/Geer)

II. Public Comment

- A. Clark does not want to take any cookies home. Please help yourself.
- B. Howerton reports that the SLO committee would like input from the senate regarding how the committee should provide quality control feedback. This will be agendized for a future meeting.
- C. A. Konuwa reports that the student success committee met today and would like to present recommendations to the senate regarding the ARC and WAM in a future meeting.
- D. A. Konuwa also reports that three of our faculty/staff have been recognized regionally recently. The Yolo County Board Association recognized the successful transfer program headed by Cheryl Latimer. They also recognized Judy Smart for her work in advancing student success. Loretta Richard was recognized by a statewide association for tutoring directors.
- E. McGill-Cameron would like faculty and staff to register for the teaching strategies training next Tuesday provided by OnCourse. The session can take 30 people total, so space is limited for the training. Lunch will be provided.
- F. Ferns reports that the Communication Resource Committee has agreed to assist administration in the development of a Woodland Community College Technology Plan. In addition, the CRC will be modifying its purpose statement and/or membership to focus more on technology.
- G. Clark comments that most of our public comments are not by the public. We might want to consider adding a committee reports/updates section to the agenda in the future.
- H. Senecal notes that on 2/20/14 some potential food vendors will be on campus from 9-12 to assess demand and share food offerings.

III. Approval of minutes from 1/24/14 (Bahneman/Gassman) and as amended from 1/31/14 (Howerton/Geer)

IV. President's Report-Clark (attached)

V. Vice President's Report-McGill-Cameron

- A. Curriculum Update. We'll be getting an update regarding core curriculum in the next week or so.
- B. Committee Appointments. McGill-Cameron will be updating the committee membership master list soon and distributing it to the senate.

VI. New Business

- A. SSSP Process and Timelines. L. Deniz reports that the SSSP implementation rules are not necessarily clear, but we do have some priorities. WCC is developing a "Plan B" that will allow us to meet the rules we need for fall, while also keeping in mind all the mandates. This will be a "Band-Aid" approach, but it is doable. Latimer responds that in a meeting on 2/24 she hopes to have some of her concerns addressed regarding the SSSP and summer and fall enrollments. L. Deniz adds that this will be a team approach, and some of the faculty and staff identified on the plan will be providing their expertise to getting the plan implemented. This plan will be a living document and will help us in other areas, such as obtaining grants. J. Ortiz would like to make sure the plan is clarified in terms of the items that need to be done immediately and the realistic dates that they need to be completed by. Clark would like to see a leader of this plan who can be a point person for the big picture, because we currently have many people with some knowledge of particular areas. K. Carabajal responds that she will be the point person for the SSSP and will be working with a workgroup to help direct the work that needs to be done. Clark wonders whether this will be a district effort or will it be college-based. K. Carabajal replies that the district will be involved in areas where the colleges share the same software and/or personnel. The colleges will have the freedom to determine their own unique approaches. J. Ortiz wonders whether we have the knowledge and the personnel currently to get this work done successfully. K. Carabajal responds that the colleges will determine the memberships on the workgroups, and that admissions and IT will be part of the membership as well. Chetra asks whether this means WCC will be forming another committee. Yes, this appears to be the case. Latimer notes that students enrolled in Spring 2014 are grandfathered in, meaning that we need to develop this data driven plan for new students only. This is positive because it makes our work easier, negative because current students would really benefit from the plan.
- B. Realignment. Clark reports that the senate needs to begin laying the groundwork to address the various issues that will arise when we realign with the Clear Lake Campus. We will begin this dialogue soon with the CLC and meet with the leadership and departments there to make the realignment go as smoothly as possible. J. Ortiz would like a timeline, and he is also concerned that the CLC may be a drain on Woodland resources. He recalls that the CCOF received more than \$2 million from WCC as a result of Measure J, and this is money that will not be repaid. Clark is also concerned that resources from CLC might be diverted to CCOF. We will need to make sure no one person or group bears too much of the burden.
- C. Continuing Student Survey, SLO Questions. Howerton reports that the questions for the survey developed by the SLO committee would be sent out to the senate for review. The senate will review the questions and provide feedback before they are included in the survey. This will be agendized at the next senate meeting unless the feedback is needed prior to the meeting.
- D. Institutional Standard of Achievement. M. Senecal reports that we must report results to both the board and the ACCJC in March on student achievement, and we must also agree on college standards. She recommends that we move forward with the recommendation the senate agreed upon in a past meeting, and if we need to modify the college standards based

on a recommendation from the board, we can do so later. Clark would like to get a recommendation from the student success committee as well.

- **Motion to share with the board the WCC Senate's recommended standards with the understanding that the standards may need to change. (M/S/C Howerton/Gassman)**

- E. Election of Senate Vice President and Senate Secretary. McGill-Cameron is elected Vice President and Ferns is elected Secretary for another year. Hurrah.
- F. Accreditation. Of the 4 recommendations for WCC, one still needs to be addressed. Of the 5 recommendations for the district, 4 need to be addressed with ACCJC. Howerton notes that WCC should be more active in sending representatives to regional accreditation-related conferences. We will work to secure funding for future meetings so that WCC will be represented with interested faculty. Chetra would like for the district to take the initiative to respond to the recommendations using reasonable timelines rather than waiting until the last minute to generate responses or request feedback from faculty. Clark agrees that we do not want a last minute rush between August and October.

VII. Unfinished Business

- A. President Search Committee. The committee met last week. J. Walters is chairing the committee. They developed a job announcement and appear to be working well. An outside group will be brought in to do a background check.
- B. Faculty Evaluation Document. Our senate has not reviewed the latest revised form, and it has not been approved by YCFA or the YC senate. Howerton notes concerns with the potential piloting of a revised form this semester and the ability to get quality data in the form of debriefs. This will be reviewed again in the future. Howerton will be the point person from WCC as the document is revised in the future.
- C. Academic Calendar and Compressed Calendar. K. Carabajal reports that the board would like for the district to look at implementing a compressed calendar for the 2015-2016 year. A workgroup will look at the options and bring the best options forward for consideration. Clark would like to know how this would affect class start and end times each day, as the scheduling committee would need time to work out a new class schedule.
- D. Division Chairs/CTE Pilot. Not addressed.
- E. Restructuring of Planning Committees. Not addressed.
- F. Campus Celebration AS/YCFA. Not addressed.
- G. Accreditation. Not addressed.
- H. Constitution and Bylaws Revision. Not addressed.
- I. Campus Climate. Not addressed.
- J. Professional Standards. Not addressed.

Meeting Adjourned 2:58 p.m. (Gassman/Howerton)

President's Report
February 14th, 2014

1. **Meeting with WCC Administration (2/4 & 2/13)** – Highlights:
 - Dr. Walters and Dr. Konuwa had a meeting with all relevant entities regarding AB86. At the meeting it was agreed that all parties would be equal partners in the process and that there would be three hubs within the consortium: Yuba, Woodland, and Colusa.
 - Dr. Walters wants to know if there is interest in having an award for the faculty member of the year. It sounds as though YCFA has approached YC President Bielby about such an award for YC and it is moving forward there.
 - We talked about the need for a well established timeline while working with the District to address the remaining accreditation recommendations. All district leads will participate in the ART meeting on 2/14.
 - The possibility of either moving a temporary building to WCC for Physical Education classes or making use of Room 800 for the same was discussed.
 - The next steps in the accreditation process were discussed. We will begin work on our midterm report soon and will likely (will definitely) have a follow-up report for the current recommendations.

2. **Board of Trustees Meeting (2/13)** – Highlights:
 - District police officer Byron Green was honored for receiving a Yuba-Sutter Peace Officer of the Year Award.
 - Prior to closed session (which had a number of legal actions on the agenda) the ASYC President gave an impassioned plea that the trustees rescind Miriam Roots termination.
 - Dr. Houston displayed a deft touch when a trustee suggested immediate action regarding accelerated basic skills programs. We will likely be asked to weigh in on these ideas in short order.
 - CBO Kaur gave an update on the solar arrays. They have cut our energy costs dramatically (in 2011 the district purchased 6.6 million kWh from PG&E, in 2013 1.5 million kWh) and are operating at a high level of efficiency.
 - Much concern was expressed about the bill introduced in the state senate to rescue City College of San Francisco. The pros and cons of strong opposition to the bill were discussed.
 - Trustee Hastey pointed out the State of Jefferson votes may eventually impact the district.

3. **DC3 (2/4)** – The draft board agenda was reviewed. I asked questions regarding the number of consultants on the consent agenda (all were already budgeted for). Robert Matthews asked about the large payments being made to three employees (all had failed to receive payments for various reasons). Marcia Stranix asked about the benefit of using the McCallum Group (the chancellor thought it very much worth the cost). I asked about the absence of any bookstore on the agenda (it was confirmed that Follett will be extended another year, but that a new collection of concerns will be dealt with). Most of the remainder of the meeting was devoted to CBO Kaur sharing with DC3 the information she had shared with BAT (below). I expressed my belief that the momentum of DC3 has slowed and that it needs to be revitalized. The chancellor stated a desire to “push the gas” on some of the resource reallocation strategies that have been developed.

4. **Budget Advisory Team (1/30)** – CBO Kaur presented information regarding the structural deficit. The newly formed committee discussed lack of clarity regarding its purpose. There was

also debate regarding the pros and cons of making widely known all strategies considered for reducing or eliminating the structural deficit.

5. **Other Tidbits –**

- The presidential search process has started. Dr. Walters will chair the committee and Skip Davies is on the committee representing the Woodland community.
- In our meeting with the chancellor we discussed a timeframe for laying groundwork for the realignment of Clear Lake with WCC. The chancellor is in favor of us beginning work immediately. I will draft some initial plans for working with their faculty on items such as senate representation, curriculum alignment, SLOs, SSSP... and bring them to the senate at our next meeting.
- Many people are working hard, although not always in coordination on preparing for registration in April and on SSSP.
- I've promised Dr. Walters an appendix of college/district acronyms. I will likely send it to senators to see what was left off.

Student Planning implementation overview

Description

Colleague screen to capture data temporarily
Student Planning software initial install
Degree Audit (WCC – 5 years, YC – 2013/2014)
Configure Student Planning
Student Planning training
Pilot Student Planning
Student Planning Live

Completed By

End of February
End of March
End of April
End of April
May 1-16
June/July
Start of Fall semester

Senate Goals, 2013-2014 (Assigned leads in parentheses, 14 total goals)

1. Curriculum: Create catalog/class schedule subcommittee (via curriculum and scheduling committees), increase faculty awareness, establish program development structure and incorporate with EMP, establish AA-T and AS-T where appropriate, and create a DE handbook. (Clark)
2. Communication: Advocate for increase in effective communication tools and access. (Clark, Ferns)
3. Grading Policies: Review, update, and distribute Faculty Handbook. (Clark)
4. Academic Standards: Promote rigor in coursework, DE, and collegiality among faculty, classified staff, administration, and students. (Clark, McGill-Cameron, Wheeler)
5. Student Success: Identify and address barriers to student success (counseling availability, course offerings). (Latimer, Wheeler)
6. Faculty Development: Find more opportunities/activities focused on student success. (Chetra, McGill-Cameron)
7. Improve faculty evaluation process. (Clark, Howerton)
8. Work to create comprehensive process for Colusa County Outreach Facility (CCOF). (Chetra, Geer)
9. Revise Senate Constitution and Bylaws. (Clark, McGill, Gassman, Ferns)
10. SLOs: Attain CQI-status. (Howerton)
11. Research pedagogy of learning. (McGill-Cameron)
12. Professional standards goal (No assigned leads)
13. Partnerships with private colleges (No assigned leads)
14. Sustainability and grant funding (No assigned leads)