



# Academic Senate

## Meeting Minutes

**Date:** 3/29/19  
**Time:** 1:00pm-2:00pm (1 hour meeting)  
**Location(s):** WCC Room 113/ LCC 115

Senate Roles and Responsibilities (The 10+1)*	
Title 5 Sections 53200-53206	
<ol style="list-style-type: none"> <li><b>1. Curriculum, including establishing prerequisites and placing courses within disciplines.</b></li> <li><b>2. Degree and certificate requirements</b></li> <li><b>3. Grading policies</b></li> <li><b>4. Educational program development</b></li> <li><b>5. Standards or policies regarding student preparation and success</b></li> <li><b>6. District and college governance structures, as related to faculty roles</b></li> </ol>	<ol style="list-style-type: none"> <li><b>7. Faculty roles and involvement in accreditation processes, including self-study and annual reports</b></li> <li><b>8. Policies for faculty professional development activities</b></li> <li><b>9. Processes for program review</b></li> <li><b>10. Processes for institutional planning and budget development</b></li> <li><b>11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate</b></li> </ol>

**\*Note:** 1-3= "Rely Primarily"; 4-11= "Mutually Agree" (Per *YCCD BP 2510*)

**SENATORS:**

Christopher Howerton <input checked="" type="checkbox"/> (President)	Deanna Pierro <input type="checkbox"/> (At-Large, VP)	Kevin Ferns <input checked="" type="checkbox"/> (FaLaHum, Secretary)	Matt Clark <input type="checkbox"/> (Past-President)
Greg Gassman <input type="checkbox"/> (Social Sciences)	Doug Harris <input type="checkbox"/> (LCC Part-Time)	Shawn Lanier <input checked="" type="checkbox"/> (Math & Sciences)	Jeannine Mullin <input checked="" type="checkbox"/> (CTE)
Mike Papin <input checked="" type="checkbox"/> (LCC At-Large)	Doug Stone <input checked="" type="checkbox"/> (WCC Part-Time)	Jose Vallejo <input checked="" type="checkbox"/> (Student Services & Learning Resources)	Gurtaj Grewal <input checked="" type="checkbox"/> (Ex-officio Member ASWCC Rep-non voting)

**GUEST(S):**

**J. Ruiz, Dean Chahal, A. Lee (via Polycom), N. Kirschner**

**Call to order 1:06 p.m.**

Item	Description-Type	Lead	Background and Objective
1.	<b>Approval of Agenda – Action</b>	<b>Howerton</b>	Approve agenda of 3/29/19 (MSC Lanier/Mullin)
2.	<b>Public Comment</b>		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. (Please limit to 3 minutes per individual)
3.	<b>Approval of Minutes - Action</b>	<b>Howerton</b>	<b>Objective:</b> Review and approve the minutes <a href="#">March 8, 2019</a>
	<i>Discussion/Decision:</i> The minutes of 3/8/19 are approved (MSC Mullin/Lanier).		

4.	<b>Committee Appointments- Action</b>	<b>Pierro</b>	<b>Objective:</b> Appoint faculty members to committees/ update on other faculty appointments made.
<p><i>Discussion/Decision:</i> Howerton reported that J. Ruiz and J. Ramirez were appointed to the CCC Director of special programs screening committee.</p>			
5.	<b>Curriculum Update from Regional Meeting</b>  <b>Information/Discussion</b>	<b>Kirschner</b>	<b>Background:</b> WCC curriculum committee co-chair Nili Kirschner attended a recent regional curriculum meeting.  <a href="#">Curriculum Hot Topics (under “Resource Documents”</a>  <b>Objective:</b> Provide the senate an update on curriculum changes and emerging issues for consideration.
<p><i>Discussion/Decision:</i> N. Kirschner reported that she attended the regional curriculum meeting with Deans Chahal and Martinez. It was a positive meeting. One of the themes presented was “Silo Busting,” which constitutes bridging the feedback loop from counseling and student services with curriculum. She informed the senate that the Curriculum Committee passed a formal motion encouraging the participation of student services faculty and professional growth opportunities as it pertains to curriculum. This is needed in particular due to Guided Pathways and Financial Aid issues that counselors address with students. Counselors play a vital role in the curriculum approval process. Vallejo thanked Kirschner for this support and reiterated that counselors should be given every opportunity to participate in professional growth opportunities and conferences just as other faculty. Howerton voiced support for the curriculum committee from the senate. Kirschner also requested the senate support in getting a district articulation officer. Dean Chahal added that professional growth opportunities should be provided to all faculty, including both teaching and non-instructional faculty.</p>			
6.	<b>WCC Academic Senate Draft Resolution: Local Adoption of the CVC-OEI Course Design Rubric</b>  <b>Action</b>	<b>Lanier, Clark</b>	<b>Background:</b> The DE coordinator, Julie Brown, has petition for our Senate to consider a formal adoption/support for the local use of the CVC-OEI course design rubric. Senator Lanier is the sponsor of this proposed resolution. Feedback was provided during the first read of this resolution (3/8)  <a href="#">Local Adoption of the CVC-OEI Course Design Rubric</a>  <b>Objective: ACTION:</b> consider adoption
<p><i>Discussion/Decision:</i> <b>The senate adopts the resolution for the local use of the CVC-OEI course design review with the inclusion of the word review added to the first resolved (MSC Ferns/Vallejo).</b></p>			
7.	<b>ASCCC Resolutions/Spring Plenary</b>  <b>Discussion</b>	<b>Senate</b>	<b>Background:</b> The WCC Senate will review and seek input on the draft resolutions that are up for debate and vote during the Fall 2018 ASCCC Plenary. The primary focus of this meeting is dedicated to in-depth discussion and suggest our senate position.

			<p><a href="#">Spring 2019 ASCCC Plenary Information (Draft Resolutions and Program)</a></p> <p><a href="#">Area A materials</a></p> <p><b>Objective:</b> Discuss the draft resolutions, and gather additional input to inform our delegate’s vote.</p>
<p><i>Discussion/Decision:</i></p> <p>Howerton reported that he will be attending plenary next week. If you have questions or comments on the materials, contact him. He will also provide updates from the plenary.</p>			
8.	<p><b>REPORTS:</b></p> <ol style="list-style-type: none"> <li>1. <b>President’s Report – Information/Discussion</b></li> <li>2. <b>VP Report</b></li> <li>3. <b>Curriculum Liaison Report</b></li> <li>4. <b>Senate Committee Report</b> <ol style="list-style-type: none"> <li>a. <b>Academic Standard</b></li> <li>b. <b>Elections</b></li> <li>c. <b>Resolutions</b></li> </ol> </li> <li>5. <b>Ex-officio Reports</b> <ol style="list-style-type: none"> <li>a. <b>ASWCC</b></li> </ol> </li> </ol> <p><b>Division/Senator/Goals Reports</b></p>	<p><b>Howerton</b></p> <p><b>Pierro Stone</b></p> <p><b>Gassman Ferns Clark</b></p> <p><b>Grewal Senators</b></p>	<p><b>Background:</b> Reports are limited to the Senate purview of (10 +1) and is a standing agenda item. During some meetings the Senate may not receive reports from all listed. Please limit oral Senate Committee, Division Reports and Ex-Officio Reports to no more than 3 minutes. <b>**Division Reports are not obligatory**</b></p> <p><a href="#">Howerton YCCD BOT Report 3-14-19</a></p> <p><a href="#">President’s Report 3-29-19</a></p> <p><b>Note:</b> Any item that requires senate discussion and further input may be a possible future agenda item, and submitted to the Senate President for agenda consideration.</p>
<p><i>Discussion/Decision:</i></p> <p>Howerton reported that he developed a standard welcome letter for new faculty from the senate. This will include some information about the role of the senate, support from the senate, and committee participation information that will be handy for new faculty. New faculty will also receive some cool new WCC swag that will be the envy of all current faculty.</p> <p>Lanier reported that Abrar Shaukat has transferred to WCC from YC under the district transfer process for the new physics position.</p> <p>Vallejo reported that the pizza and pathways workshop was well attended by students. He also has not heard anything regarding the counseling screening committee.</p> <p>Papin announced that the Si Se Puede event on a recent Saturday was a success at LCC. The Native American empowerment event at LCC today was also well attended.</p> <p>Grewal announced that elections are coming up in April with ASWCC.</p>			
9.	<p><b>AP/BP Revisions in DCAS – Information/Discussion/Action</b></p> <p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Category 1:</b> <i>Relatively minor changes in regulatory language; the Academic Senate Pres/VP preauthorized to approve without going back to Senate.</i></li> </ul>	<p><b>Howerton</b></p> <p><b>Pierro</b></p>	<p><b>Background:</b> BPs and APs (Category 2) will require review and feedback from the Senate prior to DCAS vote. This is a standing agenda item.</p> <p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• <u>Category 2 – Second Read</u> <ul style="list-style-type: none"> <li>○ None</li> </ul> </li> <li>• <u>Category 2 -First Read</u> <ul style="list-style-type: none"> <li>○ <a href="#">AP 5075 – Course Adds and Drops</a></li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ <b>Category 2:</b> Significant revisions including new BP/APs that warrant broader discussion with constituent groups.</li> </ul>		<ul style="list-style-type: none"> <li>▪ <a href="#">2019SP Late Add Counts by site</a></li> <li>○ <a href="#">AP 4232 – Pass/No Pass</a> <ul style="list-style-type: none"> <li>▪ <a href="#">Example (Peralta)</a></li> <li>▪ <a href="#">Example (Riverside)</a></li> <li>▪ <a href="#">Example (Butte)</a></li> </ul> </li> <li>• <u>Confirm as Category 1</u> <ul style="list-style-type: none"> <li>○ None</li> </ul> </li> <li>• <u>Information/Discussion</u> <ul style="list-style-type: none"> <li>○ <a href="#">BP 4100 – Graduation Requirements</a> – The corresponding AP 4100 has already been revised and approved in DCAS. This revision to BP 4100 is a <i>category 1</i> to align with the updated AP 4100</li> </ul> </li> </ul>
<p><i>Discussion/Decision</i></p> <p>The senate briefly discussed the first read resolution on adding and dropping a course.</p>			
10.	Future Agenda Items-Discussion		<ul style="list-style-type: none"> <li>➤ Review of Equity Plan and updated EMP (1<sup>st</sup> read on 4/19)</li> <li>➤ Resolutions of Appreciation</li> <li>➤ Review of Senate Constitution &amp; Bylaws,</li> <li>➤ Professional Development funding,</li> <li>➤ DE revised Handbook</li> <li>➤ Review of Operating Agreements <ul style="list-style-type: none"> <li>○ PIE-and taskforces - NEW</li> </ul> </li> </ul>
<p><i>Discussion/Decision:</i></p>			

Meeting adjourned 2:04 p.m.

**NOTE: Next senate meeting is 4/19/19**

**(1 hour meeting to discuss results from ASCCC Spring 2019 Plenary)**

	Senate Goals (adopted: 9/14/18)	Lead	Second
1	<b>Planning and Institutional Effectiveness:</b> Monitor and support the full implementation of WCC's new PIE (Planning and Institutional Effectiveness) Committee and integrated planning cycle (including annual assessment)	Howerton	Lanier
2	<b>Increase support and development of ASWCC and ASLCC:</b> Work with the student government groups for both WCC and LCC to support student participation in college governance.	Vallejo	Papin Gassman
3	<b>Professional Development:</b> Provide/develop resources to support the professional development of faculty leaders to promote effectiveness	Clark	Vallejo Harris
4	<b>Guided Pathways:</b> Support and advance the college-wide discussion and exploration of Guided Pathways	Pierro	Lanier Mullin
5	<b>Committee Effectiveness, Transparency, and integration:</b> Work with committees and committee chairs to establish a process for consistent information dissemination and reporting.	Ferns	Howerton Pierro
6	<b>Accreditation:</b> Prepare the college for our accreditation site visit and planning for any strategies to respond to the visit findings.	Howerton	Stone