



Academic Senate

Meeting Minutes

Date: 4/26/19
Time: 1:00pm-3:00pm
Location(s): WCC Room 113/ LCC 115

Senate Roles and Responsibilities (The 10+1)*	
<i>Title 5 Sections 53200-53206</i>	
<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

***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 type="checkbox"/> (FaLaHum, Secretary)	Matt Clark <input type="checkbox"/> (Past-President)
Greg Gassman <input checked="" type="checkbox"/> (Social Sciences)	Doug Harris <input type="checkbox"/> (LCC Part-Time)	Shawn Lanier <input checked="" type="checkbox"/> (Math & Sciences)	Jeannine Mullin <input 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 type="checkbox"/> (Ex-officio Member ASWCC Rep-non voting)

GUEST(S): N.Turney, President White

Call to Order: 1:05pm

Item	Description-Type	Lead	Background and Objective
1.	Approval of Agenda – Action	Howerton	Approve agenda of 4/26/19 (MSC-Gassman/Lanier)
2.	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. (Please limit to 3 minutes per individual)
	1. <i>N. Turney – ASWCC elections were this week. Students will be notified of the results soon. Student Government will be holding 4 different events the week before finals.</i>		
2.	One-Minute Accomplishments-Information	Senate	Each Senator may have one minute each to share a personal accomplishment.
	<i>Discussion/Decision: Senators in attendance shared recent accomplishments.</i>		

3.	Approval of Minutes – Action	Howerton	Objective: Review and approve the minutes April 19, 2019
<i>Discussion/Decision: (MSC-Gassman/Vallejo)</i>			
4.	Committee Appointments- Action	Pierro	Objective: Appoint faculty members to committees/ update on other faculty appointments made.
<i>Discussion/Decision: No appointments during this meeting. However, on Monday 4/29 D. Pierro will send out an all-call for all committees that have requested replacements and to fill vacancies. The senate will make multiple faculty appointments during our final meeting on May 10th.</i>			
5.	AP/BP Revisions in DCAS – Information/Discussion/Action NOTE: <ul style="list-style-type: none"> ▪ Category 1: <i>Relatively minor changes in regulatory language; the Academic Senate Pres/VP preauthorized to approve without going back to Senate.</i> ▪ Category 2: <i>Significant revisions including new BP/APs that warrant broader discussion with constituent groups.</i> 	Howerton Pierro	Background: BPs and APs (Category 2) will require review and feedback from the Senate prior to DCAS vote. This is a standing agenda item. Objective: <ul style="list-style-type: none"> • <u>Category 2 – Second Read</u> <ul style="list-style-type: none"> ○ AP 5075 – Course Adds and Drops <ul style="list-style-type: none"> ▪ 2019SP Late Add Counts by site ○ AP 4232 – Pass/No Pass <ul style="list-style-type: none"> ▪ Example (Peralta) ▪ Example (Riverside) ▪ Example (Butte) • <u>Category 2 -First Read</u> <ul style="list-style-type: none"> ○ None • <u>Confirm as Category 1</u> <ul style="list-style-type: none"> ○ None • <u>Information/Discussion</u> <ul style="list-style-type: none"> ○ None
<i>Discussion/Decision: The senate endorses the revisions to AP5075 and AP 4232. Howerton will notify DCAS.</i>			
6.	WCC Academic Senate Draft Meeting Schedule 2019-2020 Discussion	Howerton	Background: Toward the end of the spring semester, the senate will adopt (by resolution) a meeting schedule for the next academic year. The development of this schedule includes consideration of ASCCC Area A meetings and plenary sessions 19-20 Draft WCC Senate Meeting Schedule Resolution: Adoption of proposed 2019-2020 WCC Senate Meeting Schedule (First read – Adoption planned for next meeting 5/10) Objective: Review and consider adoption of the meeting schedule for next academic year.
<i>Discussion/Decision: The senate agreed to hold a 3 hour retreat during the week of fall 2019 convocation instead of holding a final end-of-the-year retreat. This change will be reflected before the senate formally adopts this proposed schedule. A second read and formal adoption of the resolution will be held during the final senate meeting (5/10/19).</i> <i>Papin suggests that on the dates where the senate meets on a 1st or 3rd day when WCC meets in 852 to also arrange for LCC senators to meet from room 908. The room change for these dates is to accomodate College Council’s meeting and use of rooms WCC 113/ LCC 115</i>			

7.	<p>FAYCCD Proposed resolution for senate consideration – working towards becoming a premier educational institution</p> <p>Discussion</p>	Howerton Ferns	<p>Background: WCC Senate and YC Senate has received a resolution from FAYCCD for consideration. Our WCC Senate resolutions sub-committee is processing this request. YC Senate discussed this during their 4/11 meeting with numerous questions, clarifications, and concerns (which are documented in the YC Senate draft minutes from their 4-11-19 meeting.)</p> <p>FAYCCD Resolution for senate proposal (as of 4/15/19)</p> <p>YCAS Draft Minutes 4-11-19 (7.04 Discussion of this resolution proposal)</p> <p>Objective: for the senate to have an initial discussion and provide input on this request.</p>
<p><i>Discussion/Decision: M.Papin asked how can the resolve be measured. S. Lanier recommends that the senate resolution committee consider a specific goal that would be in alignment with the intent of the draft resolution from FAYCCD (i.e. state faculty recognition awards). The senate resolutions sub-committee will continue to work on a resolution to ensure that it fits within the purview and possible actions of the WCC Academic Senate with a specific and measurable outcome that is time bound. The senate will not have an opportunity to have a full first and second read of a newly crafted resolution this semester.</i></p>			
8.	<p>Possible Retreat Topics</p> <p>Discussion</p>	Senate	<p>Background: Annually the WCC Senate holds a retreat. This year’s retreat will follow our final regular meeting on 5/10 from 3pm-5pm</p> <p>Objective: Identify topics for retreat discussion.</p>
<p><i>Discussion/Decision: The senate will not hold an end-of-the-year retreat after the final full senate meeting on 5/10. The senate will review this year’s senate goals during our final regular meeting. Holding a pre-fall 2019 retreat will allow the senate to invite the new college administrators (President, Vice-President, and Dean of Arts and Sciences – as well as returning administrators). Some topics that will be the focus for the retreat should include: revision to senate constitution and bylaws, draft supplemental senate procedures, the senate role in tenure process recommended changes, EMP, new legislation that affect community college faculty/senate, senate budget and full annual planning for faculty/senate participation for ASCCC events, etc. We will hold the retreat on campus.</i></p>			
9.	<p>REPORTS:</p> <ol style="list-style-type: none"> 1. President’s Report – Information/Discussion 2. VP Report 3. Curriculum Liaison Report 4. Senate Committee Report <ol style="list-style-type: none"> a. Academic Standard b. Elections c. Resolutions 5. Ex-officio Reports <ol style="list-style-type: none"> a. ASWCC <p>Division/Senator/Goals Reports</p>	<p>Howerton</p> <p>Pierro Stone</p> <p>Gassman Ferns Clark</p> <p>Grewal Senators</p>	<p>Background: 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. **Division Reports are not obligatory**</p> <p><i>President’s Report – Oral Report planned</i></p> <p><u>Note:</u> 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>

1. Howerton Reports:
 - a. Howerton meeting with E. Flacks (YC Senate President) and E. Robinson (AFT) – standing monthly meeting with senate presidents with part-time union president. Topics of discussion included: update on negotiations, evaluations, and the possible legislative changes that could redefine load for PT faculty.
 - b. Senate Leadership meeting with Administration (4/25)-Invited J.Torres and J. McCabe to join our conversation regarding convocation planning and long-term professional development leadership. We also discussed timeline and faculty participation on the Dean of Arts and Sciences search committee. Additional topics included: allocation of full 30% FTE for senate VP next year, verification that the 2019 ACCJC Annual Report was submitted (Howerton has a copy), and office space use for incoming professional experts (SEED, and Healthcare), and incoming faculty.
 - c. Coordinator interviews are being set-up for DE, CWEE, and Curriculum Co-Chair.
 - d. Howerton meeting with the Chancellor was canceled this week, rescheduled for May 7th
 - e. Reminder that Graduation will start at 6:30pm (May 17). Faculty need to be ready in building 100 by 6pm
 - f. Howerton and D. Stone met with incoming PT Senator C. Ross-Ibarra to provide an orientation for WCC senate work. Howerton created a standard orientation agenda that we may review during an upcoming retreat.
 - g. May 10th is our final regular senate meeting. Traditionally, we would hold an end-of-the-year retreat. However, with the Guided Pathways work group final meetings on the same day from 3-5pm. D. Pierro and Howerton would like to recommend that we have a review of our annual goals during our last meeting, and plan for a full 3 hour beginning-of-the-year retreat during FLEX week after convocation so that we could invite out new administrators to join and provide introductions.
 - h. Prior to today’s senate meeting we held a small reception to honor B. Gillespie and L. Mangney on their recent tenure. The YCCD BOT will hold a formal reception for them here at WCC on Thursday May 9th before the monthly board meeting.
 - i. Tentative campus tours and forum for WCC Presidential candidates is set for Monday May 13th
 - j. Encourage faculty to accept the invitation in CANVAS from the VP’s office. This is where faculty will now submit their semester syllabi.
2. Papin reports that ASLCC also held their student elections recently and results are being processed
3. Vallejo reports that today was the last day of Jump Start. There were 3 different sessions with approximately 200 students in participation. Enrollment with the new sections of English, math, and stats due to AB705 are filling well.
4. Stone reports that May 7th there will be a presentation for PT faculty on how to apply for unemployment during semester breaks.

10.	Future Agenda Items-Discussion		<ul style="list-style-type: none"> ➤ Resolutions of Appreciation (5/10/19) ➤ Retreat Topic: Review of Senate Constitution & Bylaws, supplemental procedures, assessment of senate goals, senate budget ➤ Professional Development funding, ➤ DE revised Handbook ➤ Review of Operating Agreements <ul style="list-style-type: none"> ○ PIE-and taskforces - NEW
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Discussion/Decision:

Meeting adjourned 2:28pm

NOTE: Next Senate meeting (Final regular meeting) 5/10/19

Senate Retreat will be held in August 2019 prior to the start of Fall 2019 semester.

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