



# Academic Senate

## Meeting Minutes

**Date:** 5/10/19  
**Time:** 1:00pm-2:30pm  
**Location(s):** WCC Room 113/ LCC 115

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

**GUEST(S):** Dean Siwabessy, M. Moreno, N. Kirschner, VP King, Trustee Ortiz, .C. Ross-Ibarra, A. Lee

**Call to order 1:05 p.m.**

Item	Description-Type	Lead	Background and Objective
1.	<b>Approval of Agenda – Action</b>	<b>Howerton</b>	Approve agenda of 5/10/19 (MSC Lanier/Vallejo)
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)
	1. M. Moreno read a prepared statement. It is included at the end of these minutes.		
3.	<b>Approval of Minutes – Action</b>	<b>Howerton</b>	Objective: Review and approve the minutes <a href="#">April 26, 2019</a>

	<i>Discussion/Decision:</i> Minutes of 4/26/19 are approved (MSC Gassman/Clark)		
4.	<b>Committee Appointments- Action</b>	<b>Pierro</b>	<b>Objective:</b> Appoint faculty members to committees/ update on other faculty appointments made.
	<i>Discussion/Decision:</i> <ol style="list-style-type: none"> <li>1. The senate appoints Stanley Silsby, Matthew Harding, and R. Johal to College Council.</li> <li>2. The senate appoints N. Kirschner and L. Felver to Curriculum Committee.</li> <li>3. The senate appoints M. Harding to the Dean of Art and Sciences hiring committee.</li> <li>4. The senate appoints M. Dragos to the Director of Student Support Services hiring committee.</li> <li>5. The senate appoints B. Allen to the Flex Committee</li> <li>6. The senate appoints A. Lee, T. Williams, G. Jones, N. Kirschner, A. Miller, J. Pyzer, and D. Stone to Guided Pathways</li> <li>7. The senate appoints A. Lee and J. Shah to PIE.</li> <li>8. The senate appoints R. Cabreros to Student Success Committee.</li> <li>9. The senate appoints J. Brown, N. Kirschner, L. Mangney, and B. Allen to the Vice President hiring committee.</li> </ol>		
5.	<b>Student Equity &amp; Achievement (SEA) Plan (First Read)</b>  <b>Information/Discussion</b>	<b>Siwabessy</b>  <b>Pierro</b>	<b>Background:</b> The original plan was due to the CCCC by June 30, 2019 and requires Senate President signature. Dean Martinez, Dean Siwabessy, and Senate VP Pierro are working on this document. The WCC Senate had a first read during a previous meeting and provided feedback. With the extension the Senate will not be asked to sign off on this plan until early Fall 2019.  <b>Objective:</b> Provide the senate an update on the progress of the SEA Plan development
	<i>Discussion/Decision:</i> <ol style="list-style-type: none"> <li>1. Dean Siwabessy reported that feedback was incorporated from WCC employees into the original plan, particularly around the activities listed and less so regarding the goals. The narratives, such as the executive summary, are still being drafted and those will be sent to the senate in the fall prior to submission to the state. The document is due to have Board signoff by September 30. Clark asked how much the document will change over the summer and whether it would be necessary for the senate to give it two full reads. Dean Siwabessy responded that the feedback would be appreciated from the senate. The senate does not need to endorse the plan today. Clark asked where things stand with regard to assessment of dual enrollment. Dean Siwabessy replied that this would be a high priority going forward, but that this has still not been completed. There are some numbers that still need to be updated in terms of transfer and graduation classifications, as senators pointed out that a few of the transfer rates for specific populations appeared to be underreported. Howerton noted that this will be included in convocation and faculty will have another opportunity to review the document. The senate will also have two more reads in the fall prior to submission. The SEA Plan is due on June 30. Howerton replied that the senate will have to have the Executive Team sign off over the summer and then report back to the senate in the fall. Clark lamented the fact that this is left to a summer signoff when input may still be needed from faculty prior to the submission date of June 30. Howerton expressed frustration that the Chancellor's office provided a timeline that makes it difficult for the senate to do a more complete vetting of the document.</li> </ol>		
6.	<b>Updated Educational Master Plan (EMP) renewal 'action plans'</b>	<b>Howerton</b>	<b>Background:</b> We are currently in year 3 of a 6-year EMP for the college. The college, working through PIE and other groups is vetting the Action Plan renewal from

	<b>Information/Discussion/ACTION</b>		<p>our EMP. The college community had opportunities to provide additional feedback through an online survey.</p> <p><a href="#">WCC EMP and Action Planning</a></p> <p><b>Objective:</b> Provide the senate a second update and consider provisional endorsement</p>
<p><i>Discussion/Decision:</i></p> <p>1. VP King reviewed the two page action plan for the WCC Educational Master Plan. The EMP is currently in draft form and is an update on the previous master plan from 4 years ago. The senate also briefly looked at the draft action items and estimated priority of college responses to each action item. Action items will be coupled with milestones and used to report on future outcomes of the report. A narrative will be written as an explanatory tool for the college. Howerton noted that this document will be reviewed in convocation as well.</p>			
7.	<p><b>Alignment of College Goals with the ‘Vision of Success’</b></p> <p><b>Information/Discussion/ACTION</b></p>	<p><b>Howerton Martinez</b></p>	<p><b>Background:</b> State law requires colleges to adopt local goals aligned with the Vision of Success and as a college produce plans to guide how the colleges will use state resources consistent with the Guided Pathways framework. The WCC senate had a first read of this document on 4/16/19 and provided feedback.</p> <p><a href="#">Local Vision Goals Draft (Updated)</a></p> <p><a href="#">Local Vision Goals Draft (version-4/19/19)</a></p> <p><a href="#">CCCCO Memo-Coherence in Goal-Setting and Planning</a></p> <p><b>Objective: ACTION</b>-deliberate official senate endorsement of the WCC Local Vision Goals</p>
<p><i>Discussion/Decision:</i></p> <p>1. VP King reviewed the Vision of Success and the data through 17/18 as well as future projections based on goals set. Clark asked whether some of the goals are realistic, and he noted that sometimes we set goals without taking a longer term approach. He would have liked to see some of the underlying data regarding some of the assumptions in the report.</p> <p>➤ <b>Approve the Vision of Success Goals (MSC Clark/Pierro)</b></p>			
8.	<p><b>WCC Academic Senate Draft Meeting Schedule 2019-2020</b></p> <p><b>Discussion/Action</b></p>	<p><b>Howerton</b></p>	<p><b>Background:</b> 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</p> <p><a href="#">19-20 Draft WCC Senate Meeting Schedule (version 2)</a></p> <p><a href="#">Resolution: Adoption of proposed 2019-2020 WCC Senate Meeting Schedule</a></p> <p><b>Objective: ACTION</b> consider formal adoption of the meeting schedule for next academic year.</p>

	<i>Discussion/Decision:</i>		
	➤ <b>Adopt the 2019-2020 Senate Meeting Schedule (MSC Clark/Vallejo)</b>		
9.	<b>REPORTS:</b> <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> <b>Division/Senator/Goals Reports</b>	<b>Howerton</b>  <b>Pierro Stone</b>  <b>Gassman Ferns Clark</b>  <b>Grewal Senators</b>	<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>  <a href="#">President’s Report 5-10-19</a> <a href="#">Planned Senate President’s Report to YCCD Board of Trustees</a>  <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.
	<i>Discussion/Decision:</i>		
	Not addressed.		
10.	<b>AP/BP Revisions in DCAS – Information/Discussion/Action</b> <b>NOTE:</b> <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> <li>▪ <b>Category 2:</b> <i>Significant revisions including new BP/APs that warrant broader discussion with constituent groups.</i></li> </ul>	<b>Howerton</b> <b>Pierro</b>	<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. <b>Objective:</b> <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>○ None</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>○ None</li> </ul> </li> </ul>
	<i>Discussion/Decision: Not addressed.</i>		
11.	<b>Senate Powers for Summer Action</b>	<b>Howerton</b>	<b>Background:</b> Annually, the senate has taken action to grant powers to the executive team for the summer.  <b>Objective: ACTION-</b> Debate granting summer powers to the senate executive team.
	➤ <b>The senate shall grant powers to the executive team for summer (MSC Clark/Gassman)</b>		
12.	<b>Assignment of Senators to Senate sub-committees 2019-2020, and for AP5530 (Student Rights and Grievances) and AP5520 (Student Discipline)</b>  <b>Discussion/ACTION</b>	<b>Howerton</b>	<b>Background:</b> In preparation for the next academic year the senate will appoint senators to the following senate sub-committees and AP specific annual senate appointments  <b>Objective: ACTION</b> Assign senate members to the following: <ul style="list-style-type: none"> <li>• Senate Elections (3 senators)</li> </ul>

			<ul style="list-style-type: none"> <li>• Academic Standards (3 senators)</li> <li>• Resolutions (3 senators)</li> <li>• AP 5530 (Student Rights and Grievances) (2 full time faculty with 1 alternant)</li> <li>• AP 5520 (Student Discipline) (1 full time faculty with 1 alternant)</li> </ul>
	<b>Not addressed.</b>		
<b>13.</b>	<b>Senate Goal Review/ Summer prep for Fall 2019 WCC Senate Retreat Information/Discussion</b>	<b>Senate</b>	<p><b>Background:</b> Annually the senate sets goals. During the last official meeting of the academic year, it is customary for the senate to review status of these goals. In addition, the senate will review the WCC Senate Constitution and Bylaws during the Fall 2019 retreat.</p> <p><a href="#">WCC Senate Constitution and Bylaws</a></p> <p><a href="#">ASCCC Participatory Governance Course</a> (CANVAS)</p> <p><b>Objective:</b> The senate will review our annual 18-19 goals and consider drafting possible goals to be further refined during the Fall 2019 senate retreat.</p>
	<b>Not addressed.</b>		
<b>14.</b>	<b>Resolutions of Appreciation Discussion/Action</b>	<b>Clark Howerton</b>	<p><b>Background:</b> Several former and current members of Woodland Community College have/are transitioning to new roles.</p> <p><b>Objective:</b> The senate will recognize the work and contributions of individuals to WCC and the WCC Senate.</p>
	<p><i>Discussion/Decision:</i></p> <ul style="list-style-type: none"> <li>➤ <b>Adopt the resolution for Dean Chahal (MSC Gassman/Lanier)</b></li> <li>➤ <b>Adopt the resolution for President White (MSC Gassman/Pierro)</b></li> </ul>		
<b>15.</b>	<b>Final Reflection on Senate Work 2018-2019. Discussion</b>	<b>Senate</b>	<p><b>Background:</b> The WCC Senate made many significant changes this year.</p> <p><b>Objective:</b> This is an opportunity for senators to share observations/recommendations.</p>
	<i>Discussion/Decision: Not addressed.</i>		

Meeting adjourned 3:10 p.m.

**NOTE: The Senate will hold a full pre-fall semester retreat during “Flex week” prior to the first day of instruction for Fall 2019**

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

Statement Read by Melissa Moreno:

With clear direction around roles in completing part-time faculty evaluations, information from the recent HR training, and verification of the process directly from Senate President Howerton and Dean Chahal, I assisted and cooperated with Dean Wylie in conducting faculty evaluation(s). Teaching courses according to course outline of records (COR) matter. This is central to the Senate. I am here to discuss the issue of the Lake County Dean not taking into consideration the fact that a course was not taught according to the COR and overlooked serious student concerns noted in evaluations. The student comments were regarded as reflecting the “kind of students” that Lake Campus has, which is an insult. Our students experience should not be overlooked. Also the course includes “history” in its title and the COR provides a chronology of historical events that define ideas of race and ethnicity in the United States. The course was designed by Yuba College History Professor Travis Smith. At WCC the course was cross listed in History and Ethnic Studies, and eventually it was un-cross listed and adopted by Ethnic Studies. The COR has only changed slightly, but not much. Our students receive history credit for this course along with fulfilling other requirements. Yet, the Dean at the Lake Campus ignored the fact that the faculty of instruction did not follow it and explicitly indicated in the faculty evaluation conference that they did not and would not teach the course in chronological order as a history course. This was witnessed by the WCC Dean Chahal.

In addition there is a required, and I emphasize “required” and not “equivalent” textbook, that is written by an Ethnic Studies scholar trained in History. Yet when I raised the concern that the assigned faculty was not using it as the required and main textbook of the course it was ignored by the Dean. I raised this concern before the course began, when the course started, in the evaluation, and in the faculty conference. This among the other concerns with student evaluations and the disregard for the COR were not taken into account when the dean conducted another evaluation. The evaluated faculty has the right to respond in writing and to conduct a “self evaluation.” Yet, it does not seem like a self evaluation took place rather the Dean conducted a second interview. As of now the Dean’s evaluation summary contradicts the written response of the faculty. It is unclear if he intends to replace my original evaluation with his or submit both, and if the faculty will continue teaching in Ethnic Studies in the fall. I have asked him for clarification about this and other items but he has not responded.

I have been asked by our VP to meet with him and the President about assisting Dean Wylie in the evaluation, but without my immediate supervisor Dean Chahal being present. I ask Senate to encourage administration to allow her, as well as my Senate Rep, to be present. Dean Chahal was part of the process, was present at the faculty evaluation conference, is familiar with Ethnic Studies, and knows of all the evaluations that I have conducted over the last 10 years.

With strong support from Trustee Ortiz and Faculty Rodriguez, I have created the Ethnic Studies program and have tended to the program and faculty evaluations with care. Although I have been told it is not a disciplinary meeting, it seems to be a meeting to discuss a disputed evaluation in Ethnic Studies--an academic discipline and program that the VP and President know little about—and this is deeply concerning. Can Senate to help me request that Dean Chahal, and my senate rep, be able to attend the meeting to discuss evaluation process and let me know if Dean Wylie can be held accountable to what he late stated in the evaluation summary even if the form is not signed and there are contradictions? Thank you.