



# Academic Senate

## Meeting Minutes

**Date:** 8/23/19  
**Time:** 1:00pm-3:00pm  
**Location(s):** WCC **Room 852**/ LCC 115

Senate Roles and Responsibilities (The 10+1)*	
<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)	Jeannine Mullin <input checked="" type="checkbox"/> (CTE)
Greg Gassman <input type="checkbox"/> (Social Sciences)	<b>Vacant</b> <input type="checkbox"/> (LCC Part-Time)	Shawn Lanier <input type="checkbox"/> (Math & Sciences)	Jose Vallejo <input checked="" type="checkbox"/> (Student Services & Learning Resources)
Mike Papin <input checked="" type="checkbox"/> (LCC At-Large, via Polycom)	Claudia Ross-Ibarra <input checked="" type="checkbox"/> (WCC Part-Time)		<b>Gurtaj Grewal</b> <input checked="" type="checkbox"/> (Ex-officio Member ASWCC Rep-non voting)

**GUEST(S):** S. Silsby (via Polycom), Student Trustee Lizette Valdovinos

**Call to order 1:04 p.m.**

Item	Description-Type	Lead	Background and Objective
1.	<b>Approval of Agenda – Action</b>	<b>Howerton</b>	Approve agenda of 8/23/19 (MSC Vallejo/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)
<i>Discussion/Decision: No public comments, but senators shared their one minute accomplishments.</i>			
3.	<b>Approval of Minutes – Action</b>	<b>Howerton</b>	Objective: Review and approve the minutes <a href="#">May 10, 2019</a>

			<a href="#">August 15, 2019 (Retreat)</a>
	<p><b>Discussion/Decision:</b>  The senate minutes for 5/10/19 are approved (MSC Pierro/Papin)  The senate minutes for 8/15/19 are approved (MSC Vallejo/Mullin)</p>		
4.	<b>Committee Appointments- Action</b>	<b>Pierro</b>	<p><b>Objective:</b> Appoint faculty members to committees/ update on other faculty appointments made.</p> <ul style="list-style-type: none"> <li>Senate representation for new tenure committees.- Discussion/Action</li> </ul>
	<p><b>Discussion/Decision:</b>  Pierro stated that callouts for upcoming tenure committees and new admin hiring committees will go out soon.</p>		
5.	<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> <li><b>Category 2:</b> <i>Significant revisions including new BP/APs that warrant broader discussion with constituent groups.</i></li> </ul>	<b>Howerton Pierro</b>	<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>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><a href="#">Draft AP on Acting and Interim Appointments</a></li> <li><a href="#">AP 5075</a> – We endorsed on 4/26/19</li> </ul> </li> </ul>
	<p><b>Discussion/Decision:</b>  This is a standing item to be shared with constituents. Any feedback on the Draft AP on Acting and Interim Appointments should be provided to President Howerton ASAP. AP 5075 had a minor change after endorsement.</p>		
6.	<b>Finalize Senate Goals/Leads Discussion/ ACTION</b>	<b>Senate</b>	<p><b>Background:</b> During the WCC Academic Senate retreat, the senate updated and drafted goals for the 2019-2020 academic year. Initial leads identified</p> <p><a href="#">WCC Senate Draft Goals 2019-2020</a></p> <p><b>Objective: ACTION:</b> Finalize and adopt 2019-2020 Senate Goals. Next steps would include updating our senate website and communicating these goals to administration and the YCCD Board of Trustees.</p>
	<p><b>Discussion/Decision:</b>  Papin suggested that we add the update of the Senate Bylaws and Constitution to our official list of goals. Leads on this new goal shall be the senate executive team.</p> <p><b>The senate approves the final goals/leads for 2019/2020 (MSC Mullin/Pierro)</b></p>		

7.	<b>Senate Sub-Committee assignments</b>  <b>Discussion/Action</b>	Senate	<b>Background:</b> Annually the WCC Senate will assign senators to the senate sub-committees. During our retreat, we made initial assignments.  <a href="#">Annual Senator sub-committee appointments - Draft</a>  <b>Objective: ACTION</b> To review assignments, adjust if necessary, and finalize. In addition, we will discuss the expectations for these sub-committees for the 19-20 academic year.
<p><i>Discussion/Decision:</i></p> <p>The senate approves the 2019-2020 senate subcommittee assignments (MSC Pierro/Vallejo)</p>			
8.	<b>ASCCC Travel Planning/ Tentative Recruitment of Senators for 2019-2020 ASCCC Events/Institutes</b>  <b>Information/ Discussion</b>	Senate	<b>Background:</b> ASCCC offers various events and institutes open to faculty.  <a href="#">Current published list of ASCCC Events</a> <b>Objective:</b> To discuss the various ASCCC opportunities and identify individuals to attend those events that are impactful to the work of WCC
<p><i>Discussion/Decision:</i></p> <p>President Howerton emphasized the importance of senators attending ASCCC events/institutes to strengthen our senate and college.</p>			
9.	<b>REPORTS:</b>  1. <b>President’s Report – Information/Discussion</b> 2. <b>VP Report</b> 3. <b>Curriculum Liaison Report (if needed)</b> 4. <b>Senate Committee Report</b> a. <b>Academic Standard</b> b. <b>Elections</b> c. <b>Resolutions</b> 5. <b>Ex-officio Reports</b> a. <b>ASWCC</b>  <b>Division/Senator/Goals Reports</b>	<b>Howerton</b>  <b>Pierro</b> <b>Asmus</b>  <b>Gassman</b> <b>Ferns</b> <b>Lanier</b>  <b>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>  <i>President’s Report – Oral Report planned</i>  <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><i>Discussion/Decision:</i></p> <ol style="list-style-type: none"> <li>President Howerton made an oral report. Here is the written version: <a href="https://wcc.yccd.edu/wp-content/uploads/2019/08/2019-8-23-Howerton-Presidents-Report.pdf">https://wcc.yccd.edu/wp-content/uploads/2019/08/2019-8-23-Howerton-Presidents-Report.pdf</a></li> <li>VP Pierro reported that AB 705 is a priority for administration. She also reported that the student success committee will have some formal recommendations about low cost textbooks soon. She also noted that all our committees are currently staffed with full time faculty. Kudos to faculty! She is working with her counterpart at YC regarding equivalencies. She also reported that you may be allowed to teach more than two online courses with dean approval. Online classes are critical, and faculty should be thinking about teaching your program’s classes online.</li> </ol>			

	<ol style="list-style-type: none"> <li>3. Ferns reported that the LCC/CCC part time senator nominations close at 5:00 on Monday, 8/26. Elections will be held next week if necessary.</li> <li>4. G. Grewal reported that this Tuesday from 10-2 there is a blood drive.</li> <li>5. Vallejo reported that some areas in student services will be repurposed. More space is being allocated for college representative visits as well as workshops. The first week has been fairly smooth this year in student services. Dean Martinez will officially begin on 9/3/19 as interim Student Services dean.</li> <li>6. Papin reports that the stipend for Guided Pathways task force may be taken away. The Calendar Committee is meeting on September 6 for the 21-22 calendar discussion.</li> </ol>		
<b>10.</b>	<b>Future Agenda Items-Discussion</b>		<ul style="list-style-type: none"> <li>➤ Student Success update and low-cost notation</li> <li>➤ Faculty tenure process discussion of the role of senate in final deliberations</li> <li>➤ Timeline for updating Constitution and Bylaws</li> <li>➤ Identify needed senate supplemental procedures</li> <li>➤ Guided Pathways updates</li> <li>➤ Faculty recognition</li> <li>➤ WCC Senate Resolution process</li> </ul>
<p><i>Discussion/Decision:</i></p> <p>The senate briefly reviewed future agenda items.</p>			

Meeting adjourned 2:44 p.m.

**NOTE: Next Senate meeting 9/13/19**

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