



Academic Senate

AGENDA

Date: 8/24/18
Time: 1:00pm-3:00pm
Location(s): WCC Room 113/ LCC 115A

Senate Roles and Responsibilities (The 10+1)*	
Title 5 Sections 53200-53206	
<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 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 type="checkbox"/> (Social Sciences)	Doug Harris <input type="checkbox"/> (WCC Part-Time)	Shawn Lanier <input type="checkbox"/> (Math & Sciences)	Jeannine Mullin <input type="checkbox"/> (CTE)
Mike Papin <input type="checkbox"/> (LCC At-Large)	Doug Stone <input type="checkbox"/> (WCC Part-Time)	Jose Vallejo <input type="checkbox"/> (Student Services & Learning Resources)	VACANT <input type="checkbox"/> (Ex-officio Member ASWCC Rep-non voting)

GUEST(S):

Item	Description-Type	Lead	Background and Objective
1.	Approval of Agenda – Action	Howerton	Approve agenda of 8/26/18.
2.	Public Comment		Guests are welcome to comment on any item on the agenda or not on the agenda (as it fits within Senate purview of the 10 +1). For items on the agenda, they may comment now or during the discussion of that item.
3.	One-Minute Accomplishments-Information	Senate	Each Senator may have one minute each to share a personal accomplishment.
	<i>Discussion/Decision:</i>		

4.	Presentation of Appreciation	Howerton	Background: A new President for the Senate officially began duties July 1, 2018. At this meeting the Senate would like to officially show their appreciation for the years of service and leadership by the former President (now past-president) Matt Clark.
<i>Discussion/Decision:</i>			
5.	Approval of Minutes - Action	Howerton	Objective: Review and approve the minutes 1. May 11, 2018 (Regular Meeting) 2. May 11, 2018 (Retreat)
<i>Discussion/Decision:</i>			
6.	Committee Appointments- Action	Pierro	Objective: Appoint faculty members to committees.
<i>Discussion/Decision:</i>			
7.	Senate Goals – Discussion/Action	Howerton	Background: During the May Senate Retreat, the Senate reviewed 2017-2018 goals and brainstormed possible goals for 2018-2019 . Objective: To finalize draft of 2018-2019 Senate Goals and identify Senators for “leads” and “seconds”.
<i>Discussion/Decision:</i>			
8.	ASCCC –Community Norms – Information/Discussion	Howerton	Background: The ASCCC Executive committee has formalize “community norms”. The Senate will review this list and consider if we would like to adopt something similar for our own work. Objective: Information & Discussion, next steps.
<i>Discussion/Decision:</i>			
9.	Senate Constitution and Bylaws Update- Information/Discussion	Howerton, Clark	Background: During the 2015-2016 year, the Senate made revisions/updates to our Senate Constitution and Bylaws . During the first meeting of the academic year, the senate will discuss the current document and evaluate if any edits are necessary this year. The Senate ratified our current version of our guiding documents on 5/13/16. Objective: Provide the Senate an opportunity to see the document (new formatting) with all approved edits and Identify next steps (if any).
<i>Discussion/Decision:</i>			
10.	Senate Travel and Participation with ASCCC Planning – Report out on the PT Institute	Howerton Stone	Background: In an effort to plan for senate travel and expected Senate budget expenditures, The senate will consider a list of known institutes, plenaries, and events.

	Information/Discussion		Objective: Report out from our PT Senator who attended the ASCCC Part Time Institute and share a list of official ASCCC events for 2018-2019.
<i>Discussion/Decision:</i>			
11.	Senate Vice-President Duties – Information/Discussion	Howerton, Pierro	<p>Background: Discussion over the summer have made it clear that our elected Senate VP would be unable to fully commit .3 release time for 2018-2019. Senate Leadership and Administration mutually agreed for D. Pierro to accept .15 release for her VP role for Senate obligations. The Senate now has the remaining .15 to allocate for the other VP duties that D. Pierro will not be able to cover.</p> <p>Objective: As a Senate discuss and recommend how to cover the necessary VP duties.</p>
<i>Discussion/Decision:</i>			
12.	<p>AP/BP Revisions in DCAS – Information/Discussion/Action</p> <p>NOTE:</p> <ul style="list-style-type: none"> ▪ <i>Category 1: Relatively minor changes in regulatory language; the Academic Senate Pres/VP preauthorized to approve without going back to Senate.</i> ▪ <i>Category 2: Significant revisions including new BP/APs that warrant broader discussion with constituent groups.</i> 	Howerton, Pierro	<p>Background: 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>Objective:</p> <ul style="list-style-type: none"> • <u>Category 2 -First Read</u> (Will have a second Read during next meeting) <ul style="list-style-type: none"> ○ AP 4021 – Draft 4.0 – Program Discontinuance process (1st read) ○ AP 4231 – Grade Change (1st read) • <u>Category 2 – Second Read</u> <ul style="list-style-type: none"> ○ NONE • <u>Confirm as Category 1</u> <ul style="list-style-type: none"> ○ BP 4107 – Institutional Animal Care ○ BP 4220 – Standards of Scholarship ○ AP 4220 – Standards of Scholarship ○ BP 4250 – Probation, Dismissal, and Readmission
<i>Discussion/Decision:</i>			
13.	Report out of any Summer Actions taken by the Senate Executive team.- Information/Discussion	Howerton	<p>Background: Annually, the senate has taken action to grant powers to the executive team for the summer. During the first meeting of the academic year, the Senate President will report-out on any Senate actions.</p> <p>Objective: Information/Discussion Report out of any actions.</p>
<i>Discussion/Decision:</i>			

14.	The Role of the Senate in Tenure Evaluations Deliberations – Information/Discussion	Howerton	<p>Background: YC Senate in March 2018 looked at a proposal to change the senate role in the tenure process. The WCC Senate will review the initial proposal for feedback for DCAS discussion.</p> <p>Objective: To introduce the senate to the YC Senate discussion on this topic and begin to collect WCC feedback.</p>
<i>Discussion/Decision:</i>			
15.	Accreditation – Information/Discussion	VP King, Howerton	<p>Background: The Institution Self Evaluation Report (ISER), which includes a Quality Focus Essay (QFE) was submitted to ACCJC. WCC will now begin preparations for our campus visit (Oct. 8-11), and development of our addendum (including updated governance handbook)</p> <p>Objective: Update on the status of the WCC ISER, QFE, and Addendum work.</p>
<i>Discussion/Decision</i>			
16.	Verification of Senate Sub-Committee Membership & Proposed Resolutions Sub-Committee - Discussion	Ferns, Howerton	<p>Background: The Senate has 3 official sub-committees made of sitting senators. Equivalency, Academic Standards, and Elections.</p> <p>Objective: The Senate will review the membership of these sub-committees and discuss membership any proposed changes</p>
<i>Discussion/Decision</i>			
17.	<p>REPORTS:</p> <ol style="list-style-type: none"> 1. President’s Report – Information/Discussion 2. VP Report <ol style="list-style-type: none"> a. Curriculum Update/Info b. other 3. Senate Committee Report <ol style="list-style-type: none"> a. Equivalency b. Academic Standard c. Elections 4. Ex-officio Reports <ol style="list-style-type: none"> a. ASWCC 5. Division Reports 	<p>Howerton</p> <p>Pierro</p> <p>Pierro Gassman Ferns</p> <p>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>President’s Report</p> <p>Note: 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>			
18.	IEPI Letter of Interest – Health Care Program Development - Information	Dr. White, Howerton	<p>Background: There are two IEPI PRT scheduled for WCC (Nov. 1 & Dec 5). WCC submitted The letter of interest (LOI) and additional low-risk Treatment Document.</p>

			Objective: To update the Senate on the status and next steps of this activity.
	<i>Discussion/Decision:</i>		
19.		Senate	
	<i>Discussion/Decision:</i>		
20.	Future Agenda Items-Discussion		WCC Governance Handbook; AB 705 implementation; Committee
	<i>Discussion/Decision:</i>		

WCC Academic Senate Goals, 2017-2018			
#	Goal	Lead(s)	Status
1	Student Success: Work with the Student Success Committee to identify and address barriers to student success (e.g., counseling availability, course offerings...).		
2	Accreditation: Ensure faculty participation in all facets of the accreditation process.		
3	Equivalency Process: Revise the district equivalency process.		
4	Professional Development: Build comprehensive annual (or semester long) professional development plans and increase faculty participation in professional development activities.		
5	Faculty Evaluation: Improve the faculty evaluation process with an increased focus on professional development.		
6	Sabbatical Leave: Define sabbatical leave process in light of the multi-college transition and unclear definitions of roles in the current process.		
7	Committee Structure & Reporting Structure: Establish processes for consistent information access and dissemination. Consider restructuring of committees to increase effectiveness.		
8	Colusa County Campus (CCC) Planning: Create comprehensive process for CCC scheduling and planning.		
9	Revise Senate Constitution and Bylaws.		
10	Sustainability and Grant Funding: Define process for seeking grants and sustaining work after grants or categorical funds expire.		
11	Initiative (Guided Pathways, Dual Enrollment...) Ownership: Establish process that codifies faculty roles in initiative driven work.		
12	Distance Education (DE): Work with the Curriculum Committee and the Dean of Student Success and Planning to strengthen the WCC DE modality. Work should include, but not be limited to, curriculum development, technology, faculty training, student training, student supplemental resources, and ensuring regular, effective, instructor-initiated contact.		

DRAFT-----WCC Academic Senate Goals, 2018-2019 -----DRAFT*			
#	Goal	Lead/Second	Status
1	Strengthen ASWCC: Work with the student government groups for both WCC and LCC to support student participation in college governance		
2	Accreditation: Prepare the college for our accreditation site visit and planning for any strategies to respond to the visit findings.		

DRAFT-----WCC Academic Senate Goals, 2018-2019 -----DRAFT*			
#	Goal	Lead/Second	Status
3	Guided Pathways: Support and advance the college-wide discussion and exploration of Guided Pathways		
4	Committee Leadership Support: Provided resources and support the development of faculty leaders and overall committee effectiveness		
5	Senate Constitution and Bylaws: Review and finalize Senate Constitution and Bylaws		
6	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).		
7	Professional Development for Senators:		
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9			
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12			

*These are the goals that were drafted during the spring 2018 WCC Senate Retreat 5/11/18. Guidelines for creating these goals was that the goals should be clear, challenging, cooperative, and committed.