



Academic Senate

Meeting Minutes

Date: 10/18/19

Time: 1:00pm-3:00pm

Location(s): WCC Room 113/ LCC Room 115

Senate Roles and Responsibilities (The 10+1)*

Title 5 Sections 53200-53206

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

SENATORS:

Christopher Howerton ☒ (President)	Deanna Pierro ☒ (At-Large, VP)	Kevin Ferns ☒ (FaLaHum, Secretary)	Jeannine Mullin ☐ (CTE)
Greg Gassman ☒ (Social Sciences)	Stanley Silsby ☒ (LCC Part-Time)	Shawn Lanier ☒ (Math & Sciences)	Jose Vallejo ☒ (Student Services & Learning Resources)
Mike Papin ☒ (LCC At-Large)	Claudia Ross-Ibarra ☒ (WCC Part-Time)		Lizette Valdovinos ☒ (Ex-officio Member ASWCC Rep-non voting)

GUEST(S):

Annette Lee (Via Polycom)

Call to order 1:03 p.m.

Item	Description-Type	Lead	Background and Objective
1.	Approval of Agenda – Action	Howerton	Approve agenda of 10/18/19 (MSC Lanier/Vallejo)
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)
	<i>Comments: No comments</i>		
3.	One-Minute Accomplishments-Information	Senate	Each Senator may have one minute each to share a personal accomplishment.

	<i>Discussion/Decision: Senators shared</i>		
4.	Approval of Minutes – Action	Howerton	Objective: Review and approve the minutes September 27, 2019
	<i>Discussion/Decision:</i> 1. Minutes from 9/27/19 are approved as amended (MSC Gassman/Vallejo)		
5.	Committee Appointments- Action	Pierro	Objective: Appoint faculty members to committees/ update on other faculty appointments made.
	<i>Discussion/Decision:</i> 1. A. Ruiz is appointed to the Curriculum Committee. 2. A. Metz is appointed to Guided Pathways. 3. J. Vallejo is appointed to the College Coordinator Request review committee. 4. G. Gassman is appointed to the Math Full Time Instructor Search Committee		
6.	AP/BP Revisions in DCAS – Information/Discussion/Action NOTE: 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: <u>Category 2 – Second Read</u> AP 4230 – Grading Symbols *The possible addition of the FW grade option* - NP <u>Category 2 -First Read</u> AP4104 – Contract Education <u>Confirm as Category 1</u> - None <u>Information/Discussion</u> BP 3225-Institutional Effectiveness Planned list of AP for review 19-20
	<i>Discussion/Decision:</i> ➤ Approve AP4230 (MSC Pierro/Gassman) 1. Senators reviewed AP4104. This will be discussed and moved to second read at the next meeting. 2. BP 3225 and the planned list of APs for review in 2019-2020 will be discussed in the future.		
7.	Senate Role in the Full-time Faculty Tenure Recommendations Discussion/Action	Howerton	Background: YC Senate has agreed to this proposed change to the senate role in the recommendation process of tenure. WCC Senate first reviewed this proposal in Fall 2018. Senators had a year to solicit input from their constituency on this topic. Proposed Change for Senate Role in Tenure Process Objective: This is the second formal read by the WCC Senate to consider endorsing the proposed recommended change in the senate role in this process. ACTION: Consider formal endorsement
	<i>Discussion/Decision:</i> ➤ Adopt the proposed change for the senate role in the tenure process (MSC Papin/Gassman). Next steps will be taken to codify this in the FAYCCD/YCCD contract, perhaps in negotiations or via an MOU.		

8.	AREA A Report Out Information/Discussion	Vallejo Howerton	Background: Prior to each ASCCC Plenary, each area hosts a regional meeting to discuss pre-session resolutions and share updates about their campuses. This year WCC hosted the Area A meeting. ASCCC Fall 2019 Pre-Session Plenary Resolutions for Area Discussion Objective: Provide the senate with an update on the Area A meeting.
Discussion/Decision: 1. WCC hosted the Area A meeting. J. Vallejo reported that it was interesting to review and hear about the proposals from the various senate presidents. He also said it was good to hear from Chancellor Eloy Ortiz Oakley. Howerton reported that the amendments and resolutions that came from the various area meetings would form the foundation for the plenary packet that was developed. Howerton will be voting on these resolutions at the plenary meeting. He and Lanier will host a review meeting for those resolutions. He also thanked the WCC executive assistants who provided invaluable support allowing WCC to host the meeting. Pierro thanked Howerton for his role in hosting the meeting and the work he did.			
9.	Student Success Committee review of 2019-2020 Operating Agreement Discussion/Action	Pierro	Background: D. Pierro, Chair of the Student Success Committee, will provide an update on the work of the Student Success Committee and their committee Operating Agreement for 2019-2020 Student Success Operating Agreement 19-20 Objective: Update for the senate and ACTION to consider endorsing the 2019-2020 Student Success Committee Operating Agreement
Discussion/Decision: Pierro updated the senate on the minor changes to the operating agreement. ➤ Endorse the Student Success Committee Operating Agreement (MSC Gassman/Lanier).			
10.	Constitution and Bylaws Review/Revision time line and assignments Information/ Discussion	Senate	Background: One of the WCC Senate goals for this year is to conduct a full review and suggest revisions to our guiding documents. WCC Senate Constitution and Bylaws Senate Assignments (9/13/19) ASCCC College Directory Active review timeline Objective: To consider a timeline, and begin the revision suggestion process. The Senate will focus on the Constitution during this meeting. Future meetings will focus on bylaw sections.
Discussion/Decision: 1. The senate is working on updating the constitution and bylaws. This will be addressed in upcoming meetings. Pierro will create a Google Doc for the team to work on, make suggested edits, and track			

	revisions. The schedule will be developed so that senators can do research on other agreements and provide appropriate feedback.		
11.	Low-Cost symbol notation recommendation from the Student Success Committee Discussion	Pierro	Background: Colleges are required to note zero-textbook cost in the publication of their class schedules. WCC has this notation. However, some colleges have also adopted the practice of noting “low-textbook cost”. The Senate requested the Student Success committee to discuss this topic and consider bringing a recommendation to the senate. After the first introduction, the senate requested more discussion. Article: Lowering CCC Costs: No-cost Designation Mandates and Low-Cost Designation Options Examples (for discussion purpose only): • Definitions Lane Community College • Los Angeles Harbor College – Zero & Low Cost definition Objective: Continued Discussion-Offer the senate an opportunity to discuss the proposal from the student success committee and look at additional options.
	Discussion/Decision: 1. Pierro reported that the Student Success Committee is doing additional research on the topic. They will bring a recommendation to the senate in a future meeting. L. Valdovinos reports that ASWCC is looking into the low cost textbook designation and will be providing feedback to the Student Success Committee. The senate would like additional feedback on what the ranges should cover for low cost or medium/high cost books. There may be a danger in identifying which classes have higher cost textbooks because students may favor the classes with lower costs. The math department has noticed this trend in its informal studies on the subject. The question came up as to whether we just want a low cost designation based on a certain textbook price versus a system outlining low, medium, and high costs. A survey will go out to faculty about this as well. This will be discussed in a future meeting.		
12.	REPORTS: 1. President’s Report – Information/Discussion 2. VP Report 3. Curriculum Liaison Report (if needed) 4. Senate Committee Report a. Academic Standard b. Elections c. Resolutions 5. Ex-officio Reports a. ASWCC Division/Senator/Goals Reports	Howerton Pierro Asmus Gassman Ferns Lanier Grewal Senators	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** President’s Report to YCCD BOT – Oct. 10, 2019 President’s Report – October 18, 2019 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.
	Discussion/Decision:		

	1. Howerton reported that the move to Ilumen will begin late summer/early fall 2020 (Pie meeting). In the senate leadership meeting yesterday, an ongoing conversation is the compensation for senate release time. The proposed VP of Student Services position needs some discussion/a formal position by the senate. 2. Pierro reported that the food pantry is in the 700 building. She also reported that the student success committee developed a survey request form for faculty and staff to develop an effective survey. 3. Vallejo reported that CCC has a transfer fair on 10/24 with 7 colleges represented. 4. Papin reported that the Calendar committee voted to go with Option A.		
13.	Future Agenda Items-Discussion		
	<i>Discussion/Decision:</i>		

Meeting adjourned 3:02 p.m.

NOTE: Next Senate meeting 10/25/19 for a 1 hour meeting to primarily discuss the proposed resolutions for debate and vote at the ASCCC Fall 2019 Plenary

	Senate Goals (adopted: 8/23/19)	Lead	Second
1	<u>Guided Pathways:</u> Support and advance the college-wide discussion and exploration of Guided Pathways	Lanier	Mullin Pierro
2	<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
3	<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
4	<u>Professional Development:</u> Provide/develop resources to support the professional development of faculty	Howerton	Lanier Ross-Ibarra
5	<u>Committee Effectiveness, Transparency, and integration:</u> Work with committees and committee chairs to establish a process for consistent information dissemination and reporting.	Pierro	Ferns Howerton
6	<u>Support College/District Data Needs:</u> Advocate for increased data capacity for the college/district to support many academic and student service initiatives such as Guided Pathways, AB705, Program Reviews, Student Equity, etc.)	Papin	Vallejo
7	<u>Ensure Continuity and Collegiality:</u> Work to ensure that the relationship and communication between Academic Senate and administration remain intact and, where possible, improved upon	Howerton	Pierro Ferns
8	<u>WCC Academic Senate Constitution and Bylaws:</u> Fully review, revise, and update our senate governance documents	Howerton	Pierro Ferns