



Academic Senate

Meeting Minutes

Date: 11/15/19

Time: 1:00pm-3:00pm

Location(s): WCC Room 852/ LCC Room 908

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
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***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 checked="" type="checkbox"/> (FaLaHum, Secretary)	Jeannine Mullin <input checked="" type="checkbox"/> (CTE)
Greg Gassman <input checked="" type="checkbox"/> (Social Sciences)	Stanley Silsby <input checked="" type="checkbox"/> (LCC Part-Time)	Shawn Lanier <input checked="" type="checkbox"/> (Math & Sciences)	Jose Vallejo <input checked="" type="checkbox"/> (Student Services & Learning Resources)
Mike Papin <input checked="" type="checkbox"/> (LCC At-Large)	Claudia Ross-Ibarra <input checked="" type="checkbox"/> (WCC Part-Time)		Gurtaj Grewal <input checked="" type="checkbox"/> (Ex-officio Member ASWCC Rep-non voting)

GUEST(S):

Julie Brown, Betsy Allen

Call to order 1:03 p.m.

Item	Description-Type	Lead	Background and Objective
1.	Approval of Agenda – Action	Howerton	Approve agenda of 11/15/19 (MSC Gassman/Mullin)
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 their accomplishments.</i>		
4.	Approval of Minutes – Action	Howerton
Objective: Review and approve the minutes October 25, 2019		
<i>Discussion/Decision:</i> The minutes from 10/25/19 were 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> The senate appointed L. Felver, J. Aggrey, J. Vallejo, A. Metz, and T. Williams to the AB 705 Task Force.		
6.	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 3750 – Use of Copyrighted Material • <u>Category 2 -First Read</u> <ul style="list-style-type: none"> ○ AP4102 – Career and Technical Education Programs (formerly Occupational/Vocational Technical Programs) ○ AP4103-Work Experience ○ AP4105- Distance Education • <u>Confirm as Category 1</u> <ul style="list-style-type: none"> ○ None • <u>Information/Discussion</u> <ul style="list-style-type: none"> ○ Planned list of AP for review 19-20 ○ AP4104 – YC Concerns 		
<i>Discussion/Decision:</i> <ul style="list-style-type: none"> ➤ The senate approves endorsing AP 3750, Use of copyrighted materials (MSC Gassman/Mullin). <p>The senate also briefly reviewed AP4102, 4103, and 4105. The second read will come next Friday when the senate next meets.</p>		
7.	District Accreditation Response Team – Timeline Information	Howerton
Background: WCC will submit a formal response to ACCJC regarding the compliance recommendation that we received during our accreditation visit in Fall 2018. This will need the senate president’s signature. Due to this being a “district” recommendation around evaluations, the district is working with both colleges to coordinate the college specific responses. District Accreditation Response Timeline Objective: To inform the senate about the updated timeline for completion and status update.		
<i>Discussion/Decision:</i>		

	Howerton informed the senate about the updated timeline for completion and status updates. See the link to District Accreditation Response Timeline.	
8.	<p>WCC DE Committee update and review of 2019-2020 Operating Agreement</p> <p>Discussion/Action</p>	<p>Ferns Allen/Brown</p> <p>Background: Betsy Allen, WCC DE Coordinator, will provide an update on the college’s DE efforts, response to accreditation recommendation, and seek feedback on the DE Committee Operating Agreement for 2019-2020</p> <p>DE Committee Operating Agreement 19-20 REC Rubric CVC-OEI Course Design Rubric</p> <p>Objective: Update for the senate and ACTION to consider endorsing the 2019-2020 DE Committee Operating Agreement</p>
<p><i>Discussion/Decision:</i></p> <p>The senate heard from J. Brown and B. Allen regarding the updated DE Committee Operating Agreement and progress thus far this year. J. Brown reported that all the members of the DE Committee had been trained in the Peer Online Course Review Process. Once online courses go through our rubric locally, they are submitted to the state and they go through the rubric through the state. Once all our courses are approved, WCC can become a “badged” courses, which means any future courses submitted to the state would be approved. B. Allen reported that three courses have been reviewed so far at WCC, and more are in the pipeline. She also reported that 146 faculty members have gone through the online course training. The DE Committee is also working on making stipends available to faculty who review online courses and update their own courses based on feedback using the OEI rubric. Lanier brought up the question that faculty would need proper equipment to sufficiently carry out online teaching and office hours. There is not money in the budget at this time, but this should be included in program reviews going forward to get these funds.</p> <p>➤ The senate endorsed the updated DE Committee Operating Agreement (MSC Vallejo/Mullin).</p>		
9.	<p>ASCCC Fall 2019 Plenary Report Out</p> <p>Information/Discussion</p>	<p>Vallejo Pierro Howerton</p> <p>Background: ASCCC’s Fall 2019 Plenary was Nov. 7-9, 2019 . Senate President Howerton, Senate VP Pierro, and Senator Vallejo attended. During this event, delegates debated and voted upon formal resolutions. The WCC Senate will review the final adopted state resolutions to see if there is any local impact.</p> <p>ASCCC Final Resolutions and Outcome of Voting Fall 2019 Plenary Program.</p> <p>Objective: To allow Plenary attendees an opportunity to report out on the event and as a local senate Identify any local actions as a result of ASCCC’s adopted positions.</p>
<p><i>Discussion/Decision:</i></p> <p>Vallejo reported that he enjoyed the opportunity to participate in the debates and hear about what is going on on other campuses. He was able to get some good information regarding student services as well. Howerton enjoyed a powerful keynote speech and also gained new insight into program review processes</p>		

	and will be sharing this with the district and college. He also enjoyed working with the other senate presidents present.		
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) Senate Review Timeline Objective: Primary focus for this discussion is on the Senate Constitution
<i>Discussion/Decision: Not addressed.</i>			
11.	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 – November 15, 2019 President’s Report to the YCCD BOT – Nov. 14, 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.
<i>Discussion/Decision:</i> 1. See the attached president’s reports. 2. There are some guided pathway mapping sessions next week. Senators should encourage faculty to attend and participate! 3. Grewal reported that book costs are important to students, but course times and instructor of record are typically more important to students than the cost of the textbook. Next week is a week of giving in which people can donate canned food and clothing for the food pantry. 4. Lanier reported that counselors and students would like to see WCC offer Math 1C more regularly. This indicates the growing popularity of math courses. He also has some questions regarding student success related to AB 705. 5. Vallejo reported that Chico State did acceptances for admission on campus last week. This was a successful event. The Transfer for Tacos event last Thursday went well. More than 75 students participated. 6. Papin reported that ASLCC informed him that textbooks up to \$30 would be considered low cost textbooks. 7. Mullin reported that CTE needs a dean and has questions about when that dean would be coming on board. There are still acting deans for the fall semester.			
12.	Future Agenda Items-Discussion		➤ Guided Pathways updates ➤ Faculty recognition ➤ WCC Senate Resolution process
<i>Discussion/Decision: Not discussed.</i>			

Meeting adjourned 3:01 p.m.

NOTE: Next Senate meeting 11/22/19

	Senate Goals (adopted: 8/23/19)	Lead	Second
1	<u>Guided Pathways:</u> <i>Support and advance the college-wide discussion and exploration of Guided Pathways</i>	Lanier	Mullin Pierro
2	<u>Planning and Institutional Effectiveness:</u> <i>Monitor and support the full implementation of WCC's new PIE (Planning and Institutional Effectiveness) Committee and integrated planning cycle (including annual assessment)</i>	Howerton	Lanier
3	<u>Increase support and development of ASWCC and ASLCC:</u> <i>Work with the student government groups for both WCC and LCC to support student participation in college governance.</i>	Vallejo	Papin Gassman
4	<u>Professional Development:</u> <i>Provide/develop resources to support the professional development of faculty</i>	Howerton	Lanier Ross-Ibarra
5	<u>Committee Effectiveness, Transparency, and integration:</u> <i>Work with committees and committee chairs to establish a process for consistent information dissemination and reporting.</i>	Pierro	Ferns Howerton
6	<u>Support College/District Data Needs:</u> <i>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.)</i>	Papin	Vallejo
7	<u>Ensure Continuity and Collegiality:</u> <i>Work to ensure that the relationship and communication between Academic Senate and administration remain intact and, where possible, improved upon</i>	Howerton	Pierro Ferns
8	<u>WCC Academic Senate Constitution and Bylaws:</u> <i>Fully review, revise, and update our senate governance documents</i>	Howerton	Pierro Ferns