



Academic Senate

Meeting Minutes

Date: 11/30/18
Time: 1:00pm-3:00pm
Location(s): WCC Room 113/ LCC 115

| Senate Roles and Responsibilities (The 10+1)* | |
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| <i>Title 5 Sections 53200-53206</i> | |
| <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:

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| 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 checked="" type="checkbox"/> (LCC Part-Time via) | 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) | VACANT <input type="checkbox"/> (Ex-officio Member ASWCC Rep-non voting) |

GUEST(S): Dean Chahal, VP King

Call to order 1:03 p.m.

| Item | Description-Type | Lead | Background and Objective |
|---------------------------|---|-----------------|--|
| 1. | Approval of Agenda – Action | Howerton | Approve agenda of 11/30/18 (Approved MSC Clark/Pierro) |
| 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. |
| No public comments | | | |
| 3. | One-Minute Accomplishments-Information | Senate | Each Senator may have one minute each to share a personal accomplishment. |

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| | <i>Discussion/Decision:</i> <i>No action.</i> | | |
| 4. | Approval of Minutes - Action | Howerton | Objective: Review and approve the minutes November 9, 2018 |
| | <i>Discussion/Decision:</i> The minutes of 11/9/18 are approved (MSC Gassman/Clark). | | |
| 5. | Committee Appointments- Action | Pierro | Objective: Appoint faculty members to committees. |
| | <i>Discussion/Decision: None at this time.</i> | | |
| 6. | Operating Agreements – Annual Review- Information/Discussion/Action | Senate/ Pierro | Background: The Senate has requested current operating agreements from all committees/groups that report to the Senate. The Governance handbook will note draft operating agreements as “Drafts” until officially reviewed by the Senate Objective: Review the following operating agreements to provide feedback and consider endorsement. Student Success Operating Agreement (Fall 2018) |
| | <i>Discussion/Decision:</i> Clark requested that in the future we see notes regarding changes made to previously approved operating agreements. For this particular agreement, Clark questioned the purpose statement regarding the assignment of oversight of AB 705. He recommended a minor change. He also recommended a slight change to the deliverables section of the statement for clarification. Pierro will make the changes. <ul style="list-style-type: none"> ➤ Motion to table the approval until we see the changes (Motion by Clark, no second). Motion dies. ➤ Motion to approve the updated Student Success Operating Agreement (MSC Clark, Gassman). | | |
| 7. | Update for AB 705 implementation for WCC Information/ Discussion | Senate | Background: In response to the passing of AB705 , math, English, and ESL curriculum is in the process of redesign. There are also additional considerations for implementation. What is AB 705 - CCC Objective: this is an opportunity for the senate to receive an update on the curriculum and planning/support efforts that have been taken to meet the requirements of AB705 |
| | <i>Discussion/Decision:</i> Ferns reported that WCC administration in November rejected a request for a WCC acceleration coordinator despite a strong endorsement by the coordinator proposal evaluation committee. Faculty stand by the belief of the need to have a dedicated point person to manage acceleration issues at WCC. Howerton stated that administration is still looking at ways to support acceleration. Clark reported that on the math side, there will be a support class offered with some stat courses starting in 2019. Lanier noted that one area of question is | | |

still how many courses in the sequence to offer. This will need to be worked out in real time. One area of concern will be for students who are challenged by the more rigorous curriculum in math and English. Vallejo noted that for many students the campus will need to take a holistic approach to dealing with students who may be challenged by the accelerated courses and may potentially fall through the cracks. Howerton emphasized the need for data as we assess the impacts of AB 705 in coming semesters. He would like to see local WCC ownership of the work being done. VP King stated that a workgroup would be formed soon to address AB 705. Clark noted that administration had made some requests of math faculty without consultation regarding funding for AB 705 initiatives. Ferns added that administration made a request of particular English faculty member without consultation as well. All three faculty who were tapped were non-tenured. nVP King clarified that there is a lot of work to be done regarding AB 705 in the spring at the district level and the college level, which is why an English faculty and math faculty were selected to begin taking on this work. He stated there is a district-level task force that is coordinating this and there should be some coordination at the college level. WCC, he stated, is far behind where we should be in coordinating all the moving pieces regarding AB 705. Vallejo added that there has been communication and coordination in individual departments, but the larger district-level communications and planning have not taken place. Howerton summarized that this issue will need to be addressed in future conversations and meetings. Pierro added that an embedded tutor model will be piloted in English in the spring to address some of the student support issues that may be needed given changes under AB 705.

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| <p>8.</p> | <p>REPORTS:</p> <ol style="list-style-type: none"> 1. President’s Report – Information/Discussion 2. VP Report 3. Curriculum Liaison Report 4. Senate Committee Report <ol style="list-style-type: none"> a. Academic Standard b. Elections c. Resolutions 5. Ex-officio Reports <ol style="list-style-type: none"> a. ASWCC <p>Division/Senator Reports</p> | <p>Howerton</p> <p>Pierro Stone</p> <p>Gassman Ferns Clark</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 BOT Report – 11/8/19</p> <p><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> |
| <p>Discussion/Decision:</p> <ol style="list-style-type: none"> 1. Howerton reported that he attended the recent ACCJC Webinar. He also attended a meeting with WCC administration this week, where AB 705, accreditation, and campus closures were discussed. Lanier has volunteered to fill in on the grade appeal Senate subcommittee. Howerton also is working with J. McCabe on the professional growth offerings in the week prior to the spring semester. The faculty diversification meeting originally scheduled for Butte College will be held at WCC instead. The Board of Trustees meeting is coming up on 12/20/18. 2. Pierro reported that she handled a YC equivalency question recently. She also attended a recent Guided Pathways conference with colleagues from WCC. 3. Gassman reported that there is one grade appeal that the Academic Standards committee will handle. 4. Vallejo reported that there were some registration issues recently that have been successfully addressed with S. Horn. There is an upcoming meeting that has historically been faculty-led that was changed by Student Services administration. 5. Lanier reported that there is a regional conference in Monterey next weekend regarding AB 705 and math that Lanier and Papin will attend. 6. Papin reported that there is a blood drive at LCC next week. He reported that J. Hanson was recently elected to the Lakeport School District Board of Trustees. | | | |

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| | | | <p>7. Clark reported that room 3B at CCC takes on water when it is windy and raining.</p> <p>8. Gassman reported that a projector bulb in the 300 building is fading.</p> |
| 9. | Update from Staffing Task Force Information/Discussion | Clark Howerton | <p>Background: Divisions submitted faculty/staffing request to the Staffing Task Force for consideration and ranking. The senate will have an opportunity to provide input/feedback to the taskforce</p> <p>Objective: Receive an update from the Staffing Task Force, and if necessary provide additional input for consideration.</p> |
| | <p><i>Discussion/Decision:</i></p> <p>1. The staffing task force met this morning. Clark reported that good progress was made and that the recommendations will be made by the second week of December.</p> | | |
| 10. | <p>AP/BP Revisions in DCAS – Information/Discussion/Action NOTE:</p> <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 | <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 – Second Read</u> <ul style="list-style-type: none"> ○ None • <u>Category 2 -First Read</u> <ul style="list-style-type: none"> ○ None • <u>Confirm as Category 1</u> <ul style="list-style-type: none"> ○ AP 4250-Probation ○ AP 4610 Instructional Service Agreements ○ AP 5500- Standards of Conduct |
| | <p><i>Discussion/Decision:</i></p> <p>➤ Motion to have the senate president approve the minor changes in the AP revisions (MSC Clark/Gassman).</p> | | |
| 11. | “Low-Cost” textbook notation Information/Discussion | Senate | <p>Background: SB 1359 (2016) requires CA Community Colleges to include a symbol or logo in a conspicuous place on the class schedule that use open educational resources and/or online textbooks that are ZERO cost to students. WCC currently does this. However, some colleges are also indicating in their schedules when a class has some cost to students but it is “low-cost”.</p> <p>Rostrum Article – October 2018</p> <p>Objective: To introduce the idea of “low-cost” educational materials in the class schedule and discuss the benefits and challenges of these additional/optional notations</p> |
| | <p><i>Discussion/Decision:</i></p> <p>Lanier stated that he favored a “Low Cost” option because he offers free textbooks but that there is still a cost to purchase calculators in his classes. Howerton asked senators to take this issue back to constituents and we will have a future discussion.</p> | | |

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| 12. | Future Agenda Items-Discussion | Howerton | <ul style="list-style-type: none"> ➤ Review of Senate Constitution & Bylaws, ➤ Professional Development funding, ➤ Resource Management Plan Pilot, ➤ DE revised Handbook ➤ Governance Handbook & Review of Operating Agreements <ul style="list-style-type: none"> ○ FLEX/PD – Update/Major Changes ○ PIE-and taskforces - NEW |
| <i>Discussion/Decision:</i> | | | |

Meeting adjourned 2:55 p.m.

NOTE: Next senate meeting is scheduled for 12/14/18

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