



# Academic Senate

## Meeting Minutes

**Date:** 12/6/19  
**Time:** 1:00pm-3:00pm  
**Location(s):** WCC **Room 852/ LCC Room 908**

<b>Senate Roles and Responsibilities (The 10+1)*</b>	
<i>Title 5 Sections 53200-53206</i>	
<ol style="list-style-type: none"> <li><b>1. Curriculum, including establishing prerequisites and placing courses within disciplines.</b></li> <li><b>2. Degree and certificate requirements</b></li> <li><b>3. Grading policies</b></li> <li><b>4. Educational program development</b></li> <li><b>5. Standards or policies regarding student preparation and success</b></li> <li><b>6. District and college governance structures, as related to faculty roles</b></li> </ol>	<ol style="list-style-type: none"> <li><b>7. Faculty roles and involvement in accreditation processes, including self-study and annual reports</b></li> <li><b>8. Policies for faculty professional development activities</b></li> <li><b>9. Processes for program review</b></li> <li><b>10. Processes for institutional planning and budget development</b></li> <li><b>11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate</b></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 type="checkbox"/> (CTE)
Greg Gassman <input checked="" type="checkbox"/> (Social Sciences)	Stanley Silsby <input 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 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):** WCC VP Gardner, A. Lee (via Polycom)

**Call to order 1:03 p.m.**

Item	Description-Type	Lead	Background and Objective
1.	<b>Approval of Agenda – Action</b>	<b>Howerton</b>	Approve agenda of 12/6/19 (MSC Pierro/Lanier)
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>Comments:</i>		
	1. WCC VP Kasey Gardner introduced himself. Welcome VP Gardner!		
3.	<b>One-Minute Accomplishments-Information</b>	<b>Senate</b>	Each Senator may have one minute each to share a personal accomplishment.
	<i>Discussion/Decision: No report.</i>		

4.	<b>Approval of Minutes – Action</b>	<b>Howerton</b>	<b>Objective:</b> Review and approve the minutes <a href="#">November 22,2019</a>
<p><i>Discussion/Decision:</i> The minutes for 11/22/19 are approved as amended (MSC Lanier/Gassman)</p>			
5.	<b>Committee Appointments- Action</b>	<b>Pierro</b>	<b>Objective:</b> Appoint faculty members to committees/ update on other faculty appointments made.
<p><i>Discussion/Decision:</i> D. Crawford is appointed to the AB 705 Task Force. Vallejo, Lanier, and Gassman were appointed to new coordinator interview committees (Acceleration, Dual Enrollment, DE). Vallejo and Lanier were appointed to the flex coordinator interview committee. Howerton and Pierro will be available to fill in as needed.</p>			
6.	<b>AP/BP Revisions in DCAS – Information/Discussion/Action</b> <b>NOTE:</b> <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</b> <b>Pierro</b>	<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. <b>Objective:</b> <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>○ None</li> <li>○ <a href="#">Draft of AP/BP DCAS Review Process</a></li> <li>○ <a href="#">Updated Planned list of AP for review 19-20</a></li> </ul> </li> </ul>
<p><i>Discussion/Decision:</i> Howerton reviewed the AP/BP update process with the senate.</p>			
7.	<b>Draft WCC Facilities Project List Information</b>		<b>Background:</b> Director Willis is working with the college administration to update the master facilities project list for the YCCD BOT. Local WCC administration asked Senate leadership to present this to the senate for information and awareness.  <a href="#">Draft WCC Facilities Project List 12/2/19</a>  <b>Objective:</b> To share the updated list as an information item for the Senate
<p><i>Discussion/Decision:</i> The senate reviewed the facilities project list.</p>			
8.	<b>ACCJC Accreditation Response Information/Discussion</b>	<b>Howerton</b>	<b>Background:</b> YCCD received a Recommendation for Compliance from ACCJC. Both YC and WCC will need to respond to this district-level recommendation by early spring. The District Accreditation Team that includes administration and faculty representation from both YC and WCC is responsible for the draft of the response. The draft response will be shared with the senators

			<p>prior to the meeting; A hard copy will be made available at the meeting.</p> <p><a href="#">Revised Timeline for ACCJC Response</a></p> <p><b>Objective:</b> This is the first review by the WCC Academic Senate</p>
<p><i>Discussion/Decision:</i></p> <p>The senate reviewed the ACCJC Accreditation Response. VP Gardner updated the senate on the progress to date. This document will require senate president signoff.</p>			
9.	<p><b>2019-2020 WCC Senate Goals – end-of-the-semester Status Update</b></p> <p><b>Information/Discussion</b></p>		<p><b>Background:</b> The WCC Senate adopted a list of goals for 2019-2020 (found at the bottom of this agenda).</p> <p><a href="#">2019-2020 Approved WCC Senate Goals with Objectives</a></p> <p><b>Objective:</b> To allow senate leads to update the senate on our 2019-2020 senate goals</p>
<p><i>Discussion/Decision:</i></p> <p>The senate reviewed the adopted goals for 2019-2020.</p> <ol style="list-style-type: none"> <li>1. Senators updated the senate on each of the goals.</li> <li>2. A. Lee updated the senate on the Guided Pathways Task Force progress to date, and Pierro provided additional information. The fall semester has been challenging for the group due to some under organization. The spring semester promises to have more direction in terms of faculty and lead roles on the team, and VP Gardner indicated new leadership would be implemented soon now that the Guided Pathways footing has more framework.</li> <li>3. On the topic of Professional Development, A. Lee expressed concern that the district is tightening the budget on reimbursements. Senators agreed that faculty should make professional development a priority and that the process for reimbursement should be as painless as possible.</li> <li>4. The Senate will be moving to BoardDocs in the Fall, and the executive team will be working on this transition and trainings in the spring.</li> <li>5. The senate will check in again on the goals in the spring.</li> </ol>			
10.	<p><b>Constitution and Bylaws Review/Revision time line and assignments</b></p> <p><b>Information/ Discussion</b></p>	<p><b>Senate</b></p>	<p><b>Background:</b> One of the WCC Senate goals for this year is to conduct a full review and suggest revisions to our guiding documents.</p> <p><a href="#">WCC Senate Constitution and Bylaws CURRENT DRAFT with input from 11/22/19 Senate Assignments (9/13/19) Senate Review Timeline</a></p> <p><b>Objective:</b> Primary focus for this discussion is on the Senate Constitution</p>
<p><i>Discussion/Decision:</i></p> <p>The senate continued its discussion of proposed updates to the senate constitution and bylaws.</p>			
11.	<p><b>REPORTS:</b></p>		<p><b>Background:</b> Reports are limited to the Senate purview of (10 +1) and is a standing agenda item. During some</p>

	<ol style="list-style-type: none"> <li>1. <b>President’s Report – Information/Discussion</b></li> <li>2. <b>VP Report</b></li> <li>3. <b>Curriculum Liaison Report (if needed)</b></li> <li>4. <b>Senate Committee Report</b> <ol style="list-style-type: none"> <li>a. <b>Academic Standard</b></li> <li>b. <b>Elections</b></li> <li>c. <b>Resolutions</b></li> </ol> </li> <li>5. <b>Ex-officio Reports</b> <ol style="list-style-type: none"> <li>a. <b>ASWCC</b></li> </ol> </li> </ol> <p><b>Division/Senator/Goals Reports</b></p>	<p><b>Howerton</b></p> <p><b>Pierro Asmus</b></p> <p><b>Gassman Ferns Lanier</b></p> <p><b>Grewal Senators</b></p>	<p>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></p> <p><a href="#">President’s Report – December 6, 2019</a></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><i>Discussion/Decision:</i></p> <ol style="list-style-type: none"> <li>1. See the attached report.</li> <li>2. A recent OCR survey found a number of ADA violations that need to be addressed on campus.</li> <li>3. Pierro will be sending out a survey soon regarding low cost textbooks.</li> <li>4. Vallejo reported that 87 students transferred to UCs, 165 to CSUs this year.</li> <li>5. Grewal reported that the Eagle’s Perch will have some distressing events at noon next week. ASWCC recently got a new hydration station outside the library as well.</li> </ol>		
<b>12.</b>	<b>Future Agenda Items-Discussion</b>		<ul style="list-style-type: none"> <li>➤ Guided Pathways updates</li> <li>➤ Faculty recognition</li> <li>➤ WCC Senate Resolution process</li> </ul>
	<p><i>Discussion/Decision: Not addressed.</i></p>		

Meeting adjourned 3:02 p.m.

**NOTE: Next Senate meeting 1/24/20**

	<b>Senate Goals (adopted: 8/23/19)</b>	<b>Lead</b>	<b>Second</b>
1	<b>Guided Pathways:</b> <i>Support and advance the college-wide discussion and exploration of Guided Pathways</i>	Lanier	Mullin Pierro
2	<b>Planning and Institutional Effectiveness:</b> <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	<b>Increase support and development of ASWCC and ASLCC:</b> <i>Work with the student government groups for both WCC and LCC to support student participation in college governance.</i>	Vallejo	Papin Gassman
4	<b>Professional Development:</b> <i>Provide/develop resources to support the professional development of faculty</i>	Howerton	Lanier Ross-Ibarra
5	<b>Committee Effectiveness, Transparency, and integration:</b> <i>Work with committees and committee chairs to establish a process for consistent information dissemination and reporting.</i>	Pierro	Ferns Howerton
6	<b>Support College/District Data Needs:</b> <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	<b>Ensure Continuity and Collegiality:</b> <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	<b>WCC Academic Senate Constitution and Bylaws:</b> <i>Fully review, revise, and update our senate governance documents</i>	Howerton	Pierro Ferns