

**Willow International Community College Center  
Academic Senate Minutes – Duty Day Fall 2013  
August 8, 2013 @ 2:00 – 2:50 pm.  
AC1-150**

**Article II – Purpose:**

*The purpose of the Academic Senate shall be to represent faculty as a vital element of a system of shared governance with regard to academic and professional, personnel and fiscal matters, as specified in Section 70901 of the California State Education Code, Title V of the California Code of Regulations and State Center Community College District Board Policies.*

**California Code of Regulations, Section 53200(c): "Academic and professional matters"**

*means the following policy development and implementation matters:*

*(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; and*

*(11) other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.*

1. Call to Order 2:09
2. Roll Call:  
Shawn Fleming, Arla Hile, Becky Allen, Ray Tjahjadi, Naomi Forey, Garry Elliott, Jon Renwick, Erica Johnson, Bill Allen, Chris Glaves, Cynthia Elliott, Karen Hammer, Jason Gardner, Sallie Pfeiffer-Turpen, Liz Romero, Tasha Hutchings, Rachel Garcia, Ralph Munoz, Carla Stoner-Brito, Matthew Alanis, Brent Nabors, Michael Stannard, Nancy Vagim, Courtnie LaTorraca, Ann Brandon, Ryen Hirata, Jennifer Simonson, Melanie Sanwo, Erik Fritz, Kirtley King, Steve Dent, Lee Brown, Joe Libby, Robin Huigen, Jose Castellanos, Dede Mousseau, Jeff Burdick, Dianne Schoenburg, Jim Ryan, Roger Hitchcock, Jon McPhee
3. Approve Agenda  
Kirtley King moved, Eric Fritz seconded
4. Approval of Minutes - Meeting of Duty Day SP13  
Spring 2013 duty day minutes will be approved during the first senate meeting.
5. Open Comment Session
6. **Officer & Committee Reports**
  - 6.1. President – Jeff Burdick
    1. The structure of the senate: VP runs the meetings so the President can attend meetings at the college and district levels and report back to the senate as an active participant in the discussions. This means that the president is often asked to represent the faculty's point of view, so it is important that faculty members keep the president informed at all times.
    2. Jeff reported on some of the committees and meetings that he participates in to represent the faculty as examples: Board of Trustees meetings, workshops, and retreats; Chancellor's communications council (the primary shared governance body for the district, which is working to strengthen shared governance and consultation); the chancellor's presidents' group, made up of the four faculty presidents; regular formal meetings with President Ikeda and VP Fowler; Area A and plenary sessions for state senate, Program Review and SLO committee, CCC, and department chairs. He also announced that he has been selected by the state academic senate's executive committee to serve on a state-wide taskforce on Student Equity.
    3. Jeff reminded faculty that his door is open and his e-mail is ready for issues, questions, complaints, etc. that can be carried to the various groups.
  - 6.2. Vice President – Diane Schoenburg  
I am working on the new committee list for faculty only. I am going to send these around for you to make corrections.
  - 6.3. Secretary/Archivist – Jon McPhee  
None
  - 6.4. Curriculum Chair – Cynthia Elliot  
The first meeting of the Willow Curriculum Committee mid-September. If you have curriculum changes please go through the Reedley committee.

Lee gets notifications that they are changing curriculum at City College. He can decide to get involved if needed.

**6.5. Union Representative – SCFT President - Lacy Barnes**

Unable to attend.

Last year we signed a three year contract. We will be re-opening salary and benefits. I think we might be getting a 2 and a half percent raise. We haven't had one since 2008.

They have workshops at FCC on virtual office hours.

Lacey Barnes sent Kaiser and Health Net proposals. There is once Kaiser option for 0 dollars per month. The health net number is so high they might dump that.

We have 1,029 in health benefits.

We want to be tied into a larger pool with other campuses for a better deal. Hopefully next year we will get better options.

**6.6. DBRAAC update - Arla Hile**

The good news is Dr. Blue moved to a consensus based model. As we go forward the model can always be changed.

Joe: It could work. If they don't put a transition in than FCC will lose a lot immediately. If we don't come up with an agreement then we will have something imposed.

**7. Old Business**

**If you hiking tomorrow you need to fill out the travel and conference request form.**

**8. New Business**

**8.1. Representation to the Senate**

In your department meetings vote for two representatives for the AS.

**8.2. Faculty Committee Assignments**

**8.3. Faculty Comments: Any Issues of Concern?**

The police video of columbine was very disturbing.

Dr. Blue made a statement on diversity.

Erik: I was on the EEO committee. We are not in our hiring practices to seek out candidates of any kind. However, we need to recruit candidates from under represented areas. We need to generate a more diverse pool of applicants.

Jason: Other campuses have had mentoring processes.

Ralph: Going back to the active shooter presentation. Other campuses said "It will never happen here" too. The more information we get, the better we are.

Kirtley: We can all look at our classrooms. We can identify these traits ahead of time.

Jeff: There is talk of replacing all door locks so we can lock our rooms.

Naomi: We need to keep asking for leveling that field.

Jon: The administration has raised the caps on part-timers without their consent. I don't like it.

Cynthia: That's a pedagogical issue, Your department chair can submit a formal complaint.

Erik: It's important for us to communicate

**9. Information Items** (as needed)

**9.1.** HR Task Force

**9.2.** CVHEC Common Assessment

**10. Future Agenda Items**

**10.1.** District Technology Committee Operating Agreement – 1<sup>st</sup> Read

**11.** Adjournment: Next Meeting – August 13<sup>th</sup> 3:49pm.

**Willow International Community College Center's Mission Statement:** The mission of the North Centers is to provide affordable and comprehensive educational opportunities to a diverse population of students who seek opportunities for basic skills development, associate degrees, certificates, transfer, and lifelong learning that will enable them to become engaged participants in local and global communities. Student success will be measured through a continuous improvement process with an emphasis on student learning outcomes.