

Results of the WCC Article 26 Review Committee

Jacques Whitfield

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To: Michael White <mwhite@yccd.edu>;

Cc: Molly Senecal <msenecal@yccd.edu>; Monica Chahal <mchahal@yccd.edu>; Matthew Clark <mclark@yccd.edu>; Sherry Spina <sspina@yccd.edu>; Noel Bruening <nbruenin@yccd.edu>; Ana Villagrana <avillagr@yccd.edu>; Denise Daniel <ddaniel@yccd.edu>;

Importance: High

Good morning Dr. White.

Pursuant to the YCFA Collective Bargaining Agreement, the Article 26 Review Committee met last week to consider the timely proposals from the WCC Administration for the following matters:

1. DE Coordinator
2. WAM Coordinator
3. English Comp Coordinator

1. The WCC Admin submitted a request to implement a DE Coordinator. There was vigorous discussion and debate on this issue from all perspectives. The Review Committee recommended approval of this proposal being forwarded to the President for further consideration. The YCFA representative had concerns over the efficacy of this proposal. After discussion, the YCFA representative supported the proposal with reservations.

(NOTE: The Committee agreed to communicate to the President any dissenting opinion, so the President would consider any alternative position when formally considering the recommendation).

2. The WCC Admin has a proposal to create a full-time faculty position to coordinate the activities involving student success and student support. As a part of this proposal, the WCC Admin made a recommendation to eliminate the WAM Coordinator next year, and use these resources to support the funding for the new faculty position. There was vigorous discussion on this issue. The Review Committee unanimously recommended approval of this proposal to be forwarded to the President for further consideration and approval.

3. The WCC Admin made a proposal to eliminate the English Comp Coordinator for the next academic year. There was vigorous discussion on this issue and the members reached a compromise recommendation, which was to recommend to the President the phase out the English Comp Coordinator at the end of the next academic year. The YCFA representative expressed serious concerns about the efficacy of this proposal and supported this recommendation with reservations.

Committee members, does this reflect your collective recollection?

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WOODLAND COMMUNITY COLLEGE
Distance Education Coordinator
Reassigned Time Requested: 20%

REPRESENTATIVE DUTIES:

Assist in the design, implementation, and coordination of the distance education program at WCC, including the scheduling of classes and the development and implementation of online support services in coordination with existing student and instructional support services.

Work collegially with the faculty in developing effective distance education standards; in designing and teaching workshops, training sessions and seminars; and in creating manuals, policies, procedures and guidelines on the use of learning technologies.

Attend conferences, workshops, and institutes to stay current in innovations and best practices in distance education; inform the campus community of appropriate findings.

Design web site content and class schedule content.

Communicate with online students in an effort to enhance student engagement, persistence, and academic success.

Coordinate with District IT to utilize the tools available in the LMS to best support online students and improve self-service options.

Work effectively and efficiently with technical, clerical, and administrative staff in delivering support for distance learning.

Participate and oversee accreditation requirements of ACCJC and assist with writing the self-study document in coordination with the Accreditation Liaison Officer and the Accreditation Steering Committee.

Work in collaboration with the Dean of Student Success to compile, format, and prepare statistical, demographic, and other data for a variety of regular and special reports; plan and implement distance education student surveys; compile and analyze survey data; make recommendations for the development and implementation of marketing and recruitment strategies for distance education.

Present information on the distance education program to campus leadership, shared governance organizations, and the board of trustees

Provide leadership for the collegewide distance education committee and work in collaboration with various faculty committees to promote improvement of the distance education program.

Other related duties as assigned