

ACADEMIC SENATE COUNCIL
Applied Arts Building AA-216 2:15 p.m.
Monday, September 18, 2006

Contra Costa College
2600 Mission Bell Drive
San Pablo, California 94806

DRAFTAGENDA

- I. CALL TO ORDER
- II. INTRODUCTION OF VISITORS
- III. CONSENT ACTION ITEMS
 - A. Agenda of *September 18*
 - B. Minutes of *August 21*
- IV. NEW BUSINESS
 - A. Standard III.A.1.c *This Standard appears as if it might require us to change our evaluation procedures.*
Standard III. A.1.c. Faculty and others directly responsible for student progress toward achieving stated student learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes.
 - B. Equivalency Committee *Structure of this committee will be reviewed.*
“Contra Costa College will implement an Academic Senate Equivalency Committee to review department screening committee equivalency decisions. If an equivalency committee is needed for hiring part-time faculty in the summer, faculty will be compensated at a rate on the Personnel Related Services Salary Schedule.”
 - C. Department Equivalencies *The Council will consider having Equivalency revisions included in Program Review.*
 - D. Shared Governance Committees *Develop a process to evaluate shared governance committees.*
 - E. Foreign Degree Statement *Method of evaluating the Foreign Degree Statement needs to be updated.*

FOREIGN DEGREE AND CREDIT STATEMENT

If applicable, please fill out the equivalency form and submit all supporting documentation with your application packet. All foreign degrees and credits used to meet the minimum qualifications must be evaluated prior to the implementation of the equivalency process. Two firms that provide this service are: International Education Research Foundation at (310)390-6276 or educational Records Evaluation Service at (916)449-9570. Credits previously accepted by an accredited institution will be accepted with no further evaluation. It is the applicant’s responsibility to arrange and pay for the foreign degree evaluation.

- F. CalPASS *How CalPASS can help us collect data for SLO.*
- G. Senate Vice-president Positions *The Council will consider revising the Bylaws in regards to these two positions.*
- V. UNFINISHED BUSINESS
 - Building a Stronger Senate *Discussion will continue to focus on the roles and responsibilities of the Senate chair positions and subcommittees, reviewing the Senate bylaws, and the “10 + 1” areas with respect to academic and professional matters.*
- VI. STANDING SENATE COMMITTEE REPORTS
 - 1. President’s Cabinet (Elliott)
 - 2. Operations Council (Elliott)
 - 3. District Governance Council (Elliott/Pointer)
 - 4. Governing Board (Elliott)
 - 5. Planning Council (Elliott)
 - 6. College Council (Parker) *Tim Clow discussed (1) The Environmental Scan Presentation - the kickoff for our upcoming accreditation. The report is on the Outlook share drive. (2) Student satisfaction survey analysis shows statistically significant responses affirming satisfaction with the college.*

Mack discussed (1) The Strategic Planning process -- the one coming up will be for 2007 forward to 2014. He also discussed the Environmental Scan, saying that it gives information for development of a timeline. Tim has the internal survey. Accreditation self-study groups can handle any additional questions. (2) The Community Forum -- by 10/30/06, Mack wants to have intensive exercise with school districts & community which will include a half-day + lunch on 11/3. Student forums will be held during October, faculty and staff forums, as well; he will report back to college community on All College Day. Mack wants a series of drafts to collect feedback. (3) The request from Helen for an Educational Plan -- in addition to self-studies and the strategic plan. He's toying with a format for this and will circulate. \$286-1/2 million bond with \$75 million to CCC is at stake -- time is of the essence. Consultants will help write it up. (4) Seismic Survey -- Inspection; look at drawings. Educational Plan facility analysis will determine how we spend our \$75 million. He talked about possibly moving our playing fields to areas that are less safe and moving buildings to the safer areas where playing fields now sit. He also talked about the possibility of buying the Armory from the Army -- discussions are under way. All of this information will be threaded into the college's long-term plan.

Linda Cherry talked about the college's new look on the website and that all graphics will "speak with one voice." New letterhead to come. She also mentioned the upcoming Hall of Fame on 10/27. Additionally, there's a blog being created to reach out to students in their language and mode of communication. A MCHS student will be the college's blogger. The purpose is to transmit college information to students.

ASU reps want faculty to support their events. Mack also strongly encouraged the wearing of I.D. badges by faculty and staff and the walking around on campus of same -- to let students know they are visiting our home here. He reiterated what he said on All College Day about having the courage to speak up when students are behaving inappropriately, e.g., using foul language, smoking, etc.

7. FSCC (Zeller) Issues discussed at the September 7 FSCC meeting were:

Curriculum & Instruction Procedures 4004

This procedure concerns awards made by the CCCD. The FSCC voted to approve this procedure without any amendments.

Curriculum & Instruction procedure 4001

This procedure concerns an addendum on military withdrawal. The FSCC voted to approve this procedure without any amendments.

Request for Equivalency Approval

The FSCC will approve pending DVC Senate approval.

Release Form for Use of Student Works

This was approved by FSCC and will be sent out to faculty for consultation

8. Council of Chairs

9. Faculty Development Committee

10. Student Services (Tarp) *The major activity of the Student Services Committee thus far this semester has been planning for the first draft of Standard 2 in the up-coming Accreditation Self Study. We've discussed this amongst ourselves, identified the easier and harder parts, met with Carol Maga about the timeline, and some of us attended the recent Environmental Scan presentation about our student population and college environment. In addition, some of our committee was involved in recommending actions to the College President regarding student grade grievance.*

11. Instructional Technology Committee *September 12 meeting was cancelled. The next meeting will be September 26 which may also be cancelled because of the Faculty Evaluation workshop you all should be attending.*

12. Curriculum and Instruction Committee (Duvall) *The CIC has started out briskly with the committee having two scheduled meetings so far. The committee has approved a couple of new courses, one being a new Online course. Furthermore, the committee is working on Accreditation Standard Two and also spearheading the drive to correct the repeatability problems which exist in the college catalog.*

13. Middle College High School (Wilson) *MCHS welcomes two new administrators, Principal Hattie Smith and Project Coordinator-Vice Principal Monjot Punnu to the*

school this year. Former principal, Gary Carlone, retired in July, 2006 but can still be seen on campus assisting the new regime. On September 20, 2006 the WCCUSD Board of Education will recognize MCHS for having met our Schoolwide API and all sub group and school wide growth targets. On October 4, 2006 MCHS and CCC will host 25 educators who are intermediaries of the Bill Gates Foundation. The guests will be visiting classrooms and attending workshops regarding the MCHS/CCC collaboration with emphasis on the Americal Social History Project.

14. Career and Technical Training (R. Ramos)

15. Associated Student Union (Matika Moore) Upcoming ASU events are:

September 18th- Constitution Day/Peace Day rm LA100 10:30 am - 12:00 pm

September 19th- Coffee Talk with Liz Rosner rm HS-102 11:30 am - 12:30 pm

October 3rd- Living Well Workshop (Domestic Violence, Relationship Violence, Sexual Harassment) rm LA 100 12:30 pm - 2 pm

October 9th- Coffee Talk (Dia de la Raza) recreation rm 11:30 am - 12:30 pm

October 12th Rock the Vote in the Knox Center from 6:00 pm - 8:00 pm TBA

October 18th- Health and Awareness Fair in the Quad 9:00 am - 12:00 pm

October 31st- Fall Festival in the Quad 11:00 am - 1:00 pm

November 8th - Coffee Talk TBA

November 16th- Living Well Workshop- TBA

*December 1st- Living Well Workshop (World AIDS Day and STD Awareness)
rm LA 100 9:00 am - 11:00 am*

VIII. SENATE ANNOUNCEMENTS and OPEN DISCUSSION

VII. PRESENTATIONS FROM THE PUBLIC

IX. NEXT MEETING – *October 2*

X. ADJOURNMENT – *4 p.m.*

THE COMMUNITY IS WELCOME AND ENCOURAGED TO ATTEND