

**Academic Senate Council Minutes of February 5, 2018 DRAFT**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**

**Call To Order with Introduction of Guests at 2:15 p.m. in GEB 305**

**Committee Members in Attendance:** Beth Goehring (President), Mark Wong (VP/CIC), Judy Flum (DE), Katie Krolikowski (CTE), Randy Carver (LA), Bonnie Holt (LA), Jon Celesia (NSAS), Randy Watkins (NSAS), Sandra Moore (LAVA), Luci Castruita (SS), and Alissa Scanlin (SS).

**Members absent:** Aminta Mickles (LAVA).

**Visitors in Attendance:** There were no visitors in attendance.

**CONSENT AGENDA ACTION ITEMS**

**February 5 agenda**

**December 4 minutes**

**ACTION:** Alissa motioned to approve the consent agenda action items; Luci seconded; Beth, Mark, Judy, Katie, Bonnie, Randy C, Randy W, Jon, Sandra, and Alissa were all in favor; there were no abstentions.

**NEW BUSINESS/ PENDING BUSINESS/ UPDATES/DISCUSSION**

**Guided Pathway Structure and Proposed Support (Release Time) Form Discussion** Beth and Katie met with Ken and Tish to discuss the GP structure and came up with the SPA (Student Pathway Alignment). CCC received a \$750,000 benefit with the allotment of \$175, 000 budget per year for release time. Actions need to be detailed to receive compensation so position descriptions need to get created so compensation can begin. Positions would include Marketing and Recruitment (with tri-chair positions to include faculty, classified, and students), First-year Experience, counselors and faculty for pathway work, and student services to also include faculty, classified, and students. The district office is paying for the registration fee (and substitutes) for all full-time faculty to attend the Mar 1-2 IEPI (Institutional Effectiveness Partnership Initiative) in Oakland.

**DVC Reassigned Time Job Template (Beth) Tabled**

**OEI Application/Rubric/Principles** The OEI (Online Education Initiative) application is due March 1. Beth, Judy, Ken, and Mojdeh will be meeting February 23 to complete it. OEI requires courses to reflect equity, and use OER (Open Education Resources). The rubric lists 56 different items that OEI will be looking for in the courses that will be accepted. The OEI “Principles of Quality Online Teaching” was discussed. Full courses may be scheduled for extra sections to go online for OEI. We need to be thoughtful on what courses can be included in OEI. It is not known what disciplines the OEI will need. The Council reviewed the wording of the Senate’s recommendation to apply to the OEI cohort and agreed on the following resolution: “In support of the numerous faculty who are enthusiastic about preparing high quality online courses for the OEI, and the students eager to participate in online education, we will support CCC’s participation in the next cohort. Faculty participation will be widely inclusive across disciplines and include a focus on issues of equity to best serve our students. We acknowledge that decisions by the scheduling committee will impact the success of this endeavor, and encourage that committee to include analysis of the costs and benefits in their decisions.” Randy W. motioned to approve the resolution; Judy seconded; Beth, Mark, Judy, Katie, Bonnie, Randy C, Sandra, Randy W, Jon, and Alissa were all in favor; there were no abstentions.

**AA/AS Transfer Degrees OEI eligible** CCC needs to focus on CTE and ADT degrees and certificates with C-ID approved courses. FLO (Flexible Labor Occupation) is the 115<sup>th</sup> California Community College, online, not accredited, and is being offered by the State focused on industrial labor only. It is not a degree or certificate, and not GE applicable. It offers “Badges”; whereas, OEI offers degrees and certificates, and are GE applicable. Sandra attended a CTE conference where she understood that a workshop on awarding “Badges” will be presented at CCC in March.

**CCC DE Strategic Plan Linked to CCC Strategic Plan and District DE Strategic Plan** Judy will send the draft to the Academic Senate office in advance of the next ASC meeting on March 5 for approval before moving to the Planning Council. This 5-year plan incorporates: OEI, online in future, and history of Distance Education.

**Need for a Non-Credit Committee Chair and Committee** Beth said that since many skill building courses have been eliminated from CCC course offerings, non-credit courses need to be created and progress toward certificates. Non-credit and credit courses can be taught concurrently in the same section. Some of the students will be using non-credit to build skills, and some will be using the course for credit. There is a need to create a Non-credit Committee and elect a chair position. Randy W. motioned to create a Non-Credit Education Committee with the charge of the committee to determine and provide guidance as to how best to offer non-credit courses on campus. Both fully apportioned categories (ESL, Elementary/Secondary Basic Skills, Workforce preparation, Short-term

vocational), and partial apportionment (Immigrant education, Health and Safety, Substantial Disabilities, Parenting, Home Economics, Older adults) will be discussed and considered, with the membership of the committee to include CIC, Basic Skills (Math and English), CTE, and Student Success (Equity); Katie seconded; Beth, Mark, Judy, Katie, Bonnie, Randy C, Randy W, Jon, Sandra, and Alissa were all in favor; there were no abstentions. Alissa motioned to select Katie as the chair of this committee; Randy C. seconded; Beth, Mark, Judy, Katie, Randy C, Randy W, Jon, Sandra, and Alissa were all in favor; there were no abstentions. Katie will be going to the Noncredit Education Institute in Costa Mesa May 3-5 which Strong Workforce funding will pay for faculty to attend. Sandra is interested in attending.

**C7 Scheduling Committee Update (Beth)** Tabled

**C8 Department Bylaws Discussion** Tabled

**COMMITTEE REPORTS**

**Planning Council** Katie would like to add a discussion to the next agenda regarding the need to change to the compressed calendar and the adjustment of courses.

**PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION**

There were no presentations from the public.

**Adjournment**

Meeting adjourned at 4:20 p.m. Next meeting will be March 5, 2018.

Respectfully submitted,  
Lynette Kral