

**Academic Senate Council Minutes DRAFT**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**  
**Monday, November 4, 2019**

**Call To Order with Introduction of Guests at 2:15p.m. in GE305.**

**Committee members in attendance:**

**Academic Senate President:** Katie Krolikowski

**VP/CIC:** Mark Wong

**SS Rep:** Luci Castruita, Lorena Gonzalez

**LAVA Reps:** Erica Watson

**NSAS Rep:** Leslie Alexander

**Distance Ed Rep:** Mike Kilivris

**Members not in attendance:** Randy Carver (LA), Lucile Beatty (CTE)

**Guests in attendance:** Karen Ruskowski, TJ Bansal

**AGENDA ACTION ITEMS**

**November 4 agenda**

**October 7, 21 minutes**

**ACTION:** Approved

**MOTIONED:** Leslie

**SECONDED:** Lorena

**ALL IN FAVOR:** Katie, Mark, Luci, Lorena, Leslie, Erica, Mike

**ABSTENTIONS:** None

**NEW BUSINESS**

**College Plans and Budget Requests** Katie asked the senate for approval for her to sign the Guided Pathway Scale of Adoption Self-Assessment. Luci motioned for Katie to sign the document; Leslie seconded; all in favor; no abstentions.

**Professional Development Committee Update** (A subcommittee of the Student Success Committee) Leslie motioned to support the changes to NEXUS with the ASC's suggestions of including a list of possible "Other Activities chosen by faculty member" and under "MEETINGS" change "Curriculum and Instructions Committee" to "Curriculum Instruction Committee"; Lorena seconded; all in favor; no abstentions.

**College Council Items**

- The Class Cancellation policy will be reviewed at the next College Council. Mark questioned the average enrollment of 35 per division wording. This is the number of students enrolled in each class that is needed to break even. It was agreed that the sentence be reworded to "Strive for an average class enrollment of 35 students across the divisions." The ASC is in support of this new class cancellation policy.
- In the reorganization of the subcommittees of the "Big 4", the Scheduling, Grant, and Basic Skills committees will be removed; and the Strategic Enrollment Management and AB705 will be added. Faculty Affairs need to be removed from Academic Senate bylaws.
- Guided Pathways needs to be more of a shared governance committee with the support of the VP, which may be the only way to get buy-in from everyone.

**Hiring Update**

The ASC discussed how to onboard the new Interim President.

- Visiting Division and Department meetings
- Visiting all college committees
- Attend the Big 4 meetings
- Research the history of CCC
- Meeting with the constituency groups individually (ASU, ASC, CSC)

The application for new faculty positions (Box 2A) is due by November 15 to Mariles. At the last meeting, the ASC suggested a list of ideas as a ranking system for choosing new hire considerations. Katie will

present this list at the Council of Chairs.

**ASCCC Plenary Resolutions** At the previous ASC meeting, Katie presented an overview of the Fall Session resolutions that will be voted on and approved at the Fall Plenary to be held this weekend, November 7-9. She asked again for any input from the ASC by November 7.

**eLumen Update** Program Review will be done in eLumen when it launches. Katie tried to open WEPR so the current program review process and implications could be discussed but WEPR was not working at this time. She explained that the purpose of Program Review is to set 4-year goals for the programs.

**Open Educational Resources** Katie reviewed the OER Coordinator position with the ASC. Nobody has applied for this 30% release time position. This position could possibly be offered to a Classified or to the current LMC OER Coordinator.

#### **Conference and Training Opportunities**

**ASCCC Spring Plenary** The spring plenary is on April 16-18 in Oakland. Katie encourages as many senators to participate as can since it is local. The registration fees will be paid for from the senate budget if interested.

**ASCCC Part-time Faculty Institute Jan 23-24 (Napa Valley)**

**ASCCC Career and Non-Credit Institute April 30-May 2 (San Mateo)**

**SLO Symposium Feb 7-8 (Monterey)**

**PD requests ongoing (CCC)** Katie reminded faculty of professional development funds available for conferences.

**COMMITTEE REPORTS** *Written updates provided from Representatives on items for approval, input, or discussion brought up by representative.*

There were no committee reports available.

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

Luci voiced that the decision on campus closure due to the fires and poor air quality should have been an individual campus decision and not a district decision because of CCC's proximity to the fire compared with DVC or LMC. Hours could have been added to the semester to compensate for contracted hours for class time lost. She asks that this be an agenda item at the next ASC meeting on November 18.

There were no presentations from the public.

#### **Adjournment**

The meeting was adjourned at 3:45 p.m. The next meeting will be November 18, 2019.

Respectfully submitted,  
Lynette Kral