

Academic Senate Council Minutes
Contra Costa College
2600 Mission Bell Drive, San Pablo, California 94806
December 6, 2021

Online meeting called to order at 2:15 p.m.

Academic Senate President: Gabriela Segade

CIC/Vice President: Anthony Gordon

Distance Ed: Maritez Apigo

Voting Representatives:

LA: Erika Watson, Randy Carver

SS: Sarah Boland, Lorena Gonzalez

AACE: Michell Naidoo, Brianne Ayala

NSAS: Agustin Palacios, Deborah Dixon

Adjunct Faculty: Ivy Johnson

Non-Voting Representatives:

Classified Senate: Carla Matute, Karen Ruskowski

CTE: Romus Reese

ASU: Raul Gonzalez

Members not in attendance: Anthony Gordon, Lorena Gonzalez, Michell Naidoo, Karen Ruskowski, Raul Gonzalez.

Guests in attendance: Katie Krolkowski, Lucile Beatty, Vanna Gonzalez, Laura Lozano, Tia Robinson-Cooper, Jessica Le, Ben Jahn.

AGENDA ITEMS

Approval of Agenda of December 6

ACTION: Randy motioned to approve with additional time allotted for DE report; Brianne seconds; all in favor.

Approval of Minutes from November 15

ACTION: Maritza motioned to approve; Romus seconds; all in favor; Sarah abstains for lack of attendance.

Public Comment There were no public comments.

Academic and Professional Matters

Box 2A process Laura reported that Automotive Services received a faculty position but she was not sure how it was decided on. She asked if it could be a conflict of interest if you are on the committee and also have a request for a faculty position. Cile said that the ASC should request a transparent process and maybe have a task force to create a new process that is more transparent with a rubric and a guidance, starting with a 2-year planning cycle. Vanna said there wasn't a link between department and Box2A and integrated planning. Gabriela said that there has been so much turnover that the process hasn't been followed. Gabriela, Tia, and Jeff have gotten together and talked. Tia said these conversations align with what the three spoke about. This issue will be returned to agenda to discuss the next step.

Planning Committee Meetings and eLumen implementation Katie gave a review of the CCC Planning Committee Meetings Fall 2021. CCC will be using WEPR for PR self-studies for 2021-22, but this is the last year 4CD will support this tool. A small team is working to move PR self-study system currently in WEPR to new tool, eLumen. Data will be presented via Tableau instead of WEPR tables. The data is not 100% identical, but is as good as it can get in Tableau. She feels this is a place for ASC scrutiny. A long-term goal of strategic plan is to re-design PR prompts, response rubrics, etc. More discussion for the 2022-23 cycle will continue. The last meeting of the semester will be December 10 to finalize yearly goals for the committee for the 2021-22 year which includes finalizing validation team assignments and deadlines for the 2021-22 PR cycle and strategic plan implementation tracking using ESM software.

Teacher of the Year Award A contact person and process for selection is needed. Vanna and Laura are interested in being the liaison, and will work together with Gabriela to begin the [process](#).

Findings on Institutional Mechanisms to Support Student Success Vanna introduced herself as the only fulltime faculty in the POLSC department, and the co-chair of the Student Success Committee and focused on "Putting Students First" agenda, a 183-page report she wrote during her sabbatical. She shared her thoughts on what can be done to make the experience and opportunities of our students better here at CCC than at other competitive institutions such as career pathways, careers

on campus, internships, administrative reform, integrated planning, and strengthening career services. President Robinson-Cooper read it and expressed her appreciation of the work and recommendations Vanna presented on this document. In answer to Katie's question of whether the report covers the work done by the Guided Pathways project and how it relates to our statewide/district directive to implement guided pathways, Vanna said yes, but there will need to be more conversation.

Students' time commitment to classes/academic rigor/"Carnegie" unit This conversation started when Jennifer Ounjian explained the number of hours a student needs to spend per unit on the schedule. Gabriela explained Carnegie Guidelines, which states that for every unit, there is one hour of student contact and two hours of outside of class assignments. She sent out a survey to ask faculty for input on whether this explanation should be posted in the schedule, on the syllabus, or not at all. The results were 50/50. Gabriela would like to begin conversation with faculty on whether they know how much time their students are spending on outside of class work, and how classroom assessment is being done. Peer pressure may be needed to put on faculty members who don't really prepare the students well. Vanna feels that standard language could be stated on the syllabus, but students should have workshops to let students know what is expected. Randy feels that faculty should sign up for POCR. Deborah said lecture exams are up to the individual faculty. and feels this should be addressed in departmental meetings.

ASC Committees and Continuous Improvement

Distance Education Committee Update Maritez reminded the Council of the CVC Consortium Meeting ([Key Messages](#)), DE Spring Summit, District DE Strategic Planning Committee. She reminded the faculty that there are still DE PD workshops available during Winter Break. The committee has been working on a DE Guidance on Student Display Name Changes in Canvas. This will be available to students in the spring. District wide Strategic Planning for the next five years is being worked on and faculty can access the [Canvas shell](#) and submit comments.

OER/ZTC Committee Update Maritez said there has been major progress on student savings (\$142K this semester). There is a new ZTC Classes webpage [Link here](#) and a [student-facing](#) website,

CIC Update (Anthony) *No report.*

ADJOURNMENT Meeting adjourned at 4:00 p.m. The next scheduled meeting is January 31 from 2:15-4:00 p.m.

Submitted by,
Lynette Kral
Academic Senate Office