

ACADEMIC SENATE COUNCIL
Applied Arts Building AA-216 2:15 p.m.
Monday, April 7, 2008

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

MINUTES

CALL TO ORDER: The meeting was called to order at 2:15 p.m.

Present: Fritz Pointer (VP), April Tisby (LAVA), Sue Van Hattum (NSAS), Alissa Scanlin (CLASS), Manjot Pannu (MCHS), Shondra West (Classified), Richard Akers (President-Elect)

Absent: Dionne Perez (FSCC), Chris Tarp (Student Services), Ellen Geringer (Faculty Development), Rick Ramos (Career and Technical Training), Janelle Hope (ASU)

INTRODUCTION OF GUESTS: Jason Berner, Wendy Williams, J. Vern Cromartie, Kenyetta

CONSENT ACTION ITEMS:

Agenda of April 7 was approved.

Minutes of March 3 were approved with corrections.

Approval for the procedure for steps 2-5 of the SLO process – Wendy Williams, SLO coordinator, presented the second reading of the proposal that SLO validation be done at the division level and that the timing be coincident with the Program Review. The department would present the assessment of the collected data to the division assessment group (DAG); discussion would ensue; and, dialog would be recorded for accreditation purposes. It was motioned and approved that SLO assessment would be done at the division level and would coincide with the Program Review cycle.

NEW BUSINESS

Basic Skills Initiative: Jason Berner reported that a Basic Skills Initiative Committee was formed to make plans to use funds to be received to develop a Basic Skills Plan. The plan needs to be submitted to the State by May. The plan will be presented at College Council but does not need approval to move forward. The committee wanted to share it with the four constituency groups before College Council. When asked what the target groups are, Jason replied that they were pre-collegiate, Basic Skills, DSPS, IMOJA, and ESL below level 3; the students that are below basic transfer level and CTE students with basic skills needs. Currently there is no thought to giving an assessment exam to students finishing the program. A thought was to make remedial courses have prerequisites, but the State does not require remedial skills classes to have prerequisites. This committee is a committee to support instructors dealing with basic skills needs. Title III, which funds supplemental instruction, is coming to an end. Richard would like to see the “financial stimulus and assessment” section of the plan further ensured. The next Basic Skills Committee meeting will be April 8 at 2:30 in the CRC.

Recruitment Policy Changes: Fritz reported that DVC is recruiting out of their district and that they would like to change the policy to allow all three colleges to recruit outside their service area Chancellor Benjamin has decided to keep the policy in place. Each college can only recruit within their service area.

AA Liberal Arts Compliance Revision:

Kenyetta Tribble presented the proposed AA Liberal Arts Degree, pending State approval. The Liberal Studies and Liberal Arts degrees CCC offered were out of compliance and not found to be politically correct because the LA degree had to have a focus on teaching, and the LS degree has to have an and an area of emphasis in a GE area. After Fall 2009, along with ENGL 142B and MATH 118, two years of high school algebra will be allowed to fulfill Area I.

Faculty Evaluation: Fritz reported that new faculty evaluation forms will be coming out soon. He said that these forms can and should be a toll for teachers to become better instructors, and should include a self-evaluation. The forms will now match the evaluation questions. Richard strongly agrees that the evaluation form needs to be better defined because if a faculty receives three “Agrees” and one “Strongly Agrees” that instructor can lose their rehire rights. He does not agree that a faculty evaluator should not be able to comment on days preceding the performance day of evaluation, but only the day of the evaluation, when the instructor has come to do the job prepared to do everything that is required. He said that there’s a need to re-look at the part-time hires and evaluation processes.

Professional Development: Fritz reported that Ellen Geringer sent out a request (due back to Mack by March 14) for suggestions on how to spend the \$25,000 of Foundation funds to further professional development, teaching, and learning. Suggestions are:

- 1) Local Great Teachers Seminar
- 2) On campus speakers at approximately \$2,500 each to include travel and hotel.
- 3) Teaching related conferences at approximately \$1,000 each and the attendee would present a workshop on what was presented at the conference.

Discipline List Revision: Every two years the State Approved Discipline List is reviewed. This list establishes the minimum qualifications for the faculty of California Community Colleges. The names of degree majors are changing with new technology and need to be updated in the Discipline List.

Professional Relations: Fritz reported that District has a new Ethics Committee. They've come up with an Ethical Trivia quiz. The Council discussed the importance of not usurping the responsibility of the department chair position, whom to any problem should first be taken.

COMMITTEE REPORTS:

Operations Council: Signage was discussed and any comments should be sent to Bruce King of Building and Grounds.

Middle College High School: Manjot invited interested faculty to help review MCHS applications for the 2008-09 school-year. She also said funds were available through MCHS for high school and college students to attend the MCHS National Consortium in Jersey City during the second week of July.

SENATE ANNOUNCEMENTS and OPEN DISCUSSION: There were no announcements from the Senate.

PRESENTATIONS FROM THE PUBLIC: There were no presentations from the Public.

NEXT MEETING: The next meeting will be April 21. The last meeting of the semester will be May 5.

ADJOURNMENT: The meeting was adjourned at 4 p.m.

**Respectfully submitted,
Lynette Kral**