

**MINUTES**

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

**Present:** Terence Elliott (Chair), Dionne Perez (FSCC), Sue Van Hattum (NSAS), Alissa Scanlin (CLASS), Jeanelle Hope (ASU), Shondra West (Classified), Jim Duvall (CIC)

**Absent:** Fritz Pointer (VP), Chris Tarp (Student Services), Ellen Geringer (Faculty Development), Rick Ramos (Career and Technical Training), Manjot Pannu (MCHS)

**INTRODUCTION OF GUESTS:** Joe Ledbetter, Leverett Smith, Linda Cherry

**CONSENT ACTION ITEMS:**

**Agenda** of November 19 was approved. Unfinished Business item “Computer Literacy Graduation Requirement” was moved to Consent Action Items.

**Minutes** of November 5 were approved.

**Computer Literacy Graduation Requirement** The Senate Council has accepted the motion by the CIC to remove Computer Literacy from the graduation requirements. The requirement will be removed and work will be continued to implement policies such as using orientation to help students attain computer soft skills, and also to make a commitment to train instructors to better their computer soft skills and to explain the necessary computer skills the student should know to succeed in the class. The counseling department would like the skills stated in the requirement to be updated so they can make it part of the orientation packet.

**NEW BUSINESS:**

**Mentor Teacher Concept** The Council began discussion on incorporating a Mentor Teacher program on our campus as part of professional development by providing newer teachers with mentor support enabling our college to move toward a more teaching and learning environment. Terence will return this issue for discussion after finding out what Mack’s intentions are for the faculty included on the list of possible Mentor Teachers.

**Across Curriculum Themes** This issue was tabled for lack of time.

**“Should Content Review, SLO and Program Review be combined into a single review process?”** Since Program Review is fairly consistent now and is done primarily for staff, college needs, and costs, Content Review is done every six years to keep curriculum update, including SLO, it seems feasible to combine Program Review, Content Review, and the SLO processes into a single review process. Terence will begin the process to combine Program Review, Content Review and SLO Assessment into an integrated planning process by submitting the proposal to the President’s Cabinet.

**UNFINISHED BUSINESS:**

**ASC Bylaws** (Third Reading) The Council reviewed the revisions final draft. This will return as an action item on the next agenda.

**Finding Resources for Professional Development Discussion and General Development of Teaching and Learning** Linda Cherry led the discussion of two proposed opportunities for Professional Development that would include the Foundation allocating \$50,000, or writing a Title V grant. The theme would be that “All faculty could teach every CCC student.” The first proposal (a more formalized version of CAG) would implement a five-year program that would include cohorts of 8–10 multi-disciplined teachers, facilitated by a “master” teacher to create mini sabbaticals to identify problems with students based on classroom research. The second proposal would implement a program making it possible for faculty to have the opportunity to attend a class and receive reimbursement. Sue suggested implementing a program to have someone tape faculty teaching a class so the faculty can self evaluation themselves. Joe suggested distributing the \$50,000 amongst the departments. Linda will take these suggestions to the Staff Development Coordinator.

**SENATE STANDING COMMITTEE REPORTS** There were no reports.

**COLLEGE COMMITTEE REPORTS** There were no reports.

**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 December 3. This will be the last meeting of the semester.

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

**Respectfully submitted,**  
**Lynette Kral**

