

ACADEMIC SENATE COUNCIL
Applied Arts Building AA-216 2:15 p.m.
Monday, December 3, 2007

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: Terence Elliott (Chair), Fritz Pointer (VP), Sue Van Hattum (NSAS), Alissa Scanlin (CLASS), Manjot Pannu (MCHS), Janelle Hope (ASU)

Absent: Dionne Perez (FSCC), Chris Tarp (Student Services), Ellen Geringer (Faculty Development), Vacant (LAVA), Rick Ramos (Career and Technical Training), Shondra West (Classified)

INTRODUCTION OF GUESTS: Andrew Kuo, Joe Ledbetter

CONSENT ACTION ITEMS:

Agenda of December 3, 2007 was approved. ASC Bylaws under Consent Action Items is moved to Unfinished Business.

Minutes of November 19, 2007 were approved with corrections.

UNFINISHED BUSINESS:

Mentor Teacher Concept (Update) The Senate Office had requested faculty to submit their names if they had CAG training, been to a professional seminar, like the Great Teachers Seminar, considered themselves a focus area specialist, had been nominated for a college award or recognized in some special way, or had been in charge of a program that has received special recognition, etc. A rumor began that McKinley had requested the list and had made certain remarks to a faculty about who was on the list. Terence made it clear that Mack had never seen the list. The Council went on to discuss the breakout sessions during All College Day. These sessions came from eight areas of the faculty survey that was done by Staff Development. It is noted that mentoring means finding areas you can, or, have expertise in that you could share with other faculty.

Combining CR, SLO and PR into a Single Review Process (Update) Terence took this issue to the President's Cabinet and recommended a two to four-year cycle, with Content Review being done every four years. McKinley said he will consider the feasibility of combining the programs further.

Finding Resources for Professional Development Discussion and General Development of Teaching and Learning This issue was covered in the Mentor Teacher issue.

ASC Bylaws The Council reviewed the entire document and suggested more revisions. The revised document will be returned to the first meeting of the Spring semester and if accepted by the Council will go out to the Faculty Senate for approval.

NEW BUSINESS:

SLO (Update) Tabled

Across Curriculum Themes The theme Terence would like all departments to be in touch with this next semester will be "Peace, Non-Violence" on and off campus. He would like to encourage departments to consider community service projects.

SENATE STANDING COMMITTEE REPORTS

Faculty Development Committee (Taken from Janie Franklin's minutes.)

Reports/Updates

Job Links will be June 5, 2008 at the San Ramon Center.

Microsoft 2007 Software will be installed for CCC employees in Feb/March 2008, with training to follow.

Emergency Preparedness/CPR workshop was offered.

PERS and Social Security workshop was offered

CRC Book Collection: Committee agreed to add the CRC Book Collection to the Library so that the books will be more visible and accessible to faculty and staff.

District Training: Sexual Harassment Training workshop were at CCC on November 6, 2007 from 2pm to 4pm.

Rollover Monies from Last Year for Conference Grants: We had about \$3,700 left from last year's apportionment. Three people did not submit their paperwork, so the funds that had been set aside for them were returned to the "pot." The maximum amount for a grant in 07-08 year will be as follows (while the supply lasts):

Full-time faculty: \$400

Part-time faculty: Amount will be based on load percentage. For example, a part-time faculty member teaching 60% could get a maximum of \$240

There will be no stipends.

Applicants will receive funding for only one grant per academic year.

Applicants will be asked if they have access to other conference funds; if so, they will be asked to apply for those funds first.

Survey Responses: Out of the 450 surveys sent out, 102 responded.

Some thoughts to improve the responses for next year, would be to put survey in an envelope addressed to each employee. We did have a lot of members come to the CRC and drop off their surveys and check out the new CRC.

Wellness Fair: Rained on October 17, so the fair was moved into the cafeteria. Participation by vendors was down this year, we only had CCC Dental, YMCA, East Bay Parks, County Lead Poisoning Prevention, and CCSIG Health. ASU had a table and passed out free blood pressure kits and the new CFL light bulbs. Janie would like more help. She will ask us in August for suggestions for the invitations to be sent out in September.. For next year's Wellness Fair, Barbara Grillo will check in August with the Child Care Counsel and Kaiser about participating. Camille Parker will check with STAND.

Holiday Fundraiser will be December 7, 2007.

2008 Meeting Dates: Meeting time is 2:30pm in L-210 (CRC Conference Room) on the following dates: Sept. 24 – Oct. 22 – Nov. 26 – (none in Dec) – Jan. 28 – Feb 25 – March 24 – April 28 – May 19

Student Services (Tarp) No report available.

Curriculum and Instruction Committee (Duvall) The CIC had a very large agenda for the last meeting of November 26. All of the committees' efforts to get Content Review and SLOs in have been paying off. Many departments have completed their SLO plans as of now. Several departments still have to get on top of the process however. Jim will personally re-start his training sessions for both SLO plans and content review early in the spring.

COLLEGE COMMITTEE REPORTS There were no reports available.

SENATE ANNOUNCEMENTS and OPEN DISCUSSION: Terence announced that DVC will be implementing a 16-week compressed calendar for the year 2008-09.

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

NEXT MEETING: The next meeting will be January 28, 2008.

ADJOURNMENT: The meeting was adjourned at 4:30 p.m.

Respectfully submitted,
Lynette Kral