

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

Monday, December 7, 2015

Location: AA216

Meeting Called To Order at 2:20 p.m.

Committee Members in Attendance: Beth Goehring (President), Gabriela Segade (VP/CIC), Wayne Organ (LA), Bonnie Holt (LA), Lucile Beatty (LAVA, Alissa Scanlin (SS), Judy Flum (DE), Leslie Alexander (NSAS), and Andrea Phillips (SS)

Committee Members Absent: Seti Sidharta (NSAS), Rick Ramos (LAVA), and Katie Krolikowski (CTE).

Visitors in Attendance: Tom Holt, CCCC Police Services.

CONSENT AGENDA ACTION ITEMS

December 7 agenda

ACTION: Alissa motioned to approve the agenda; Leslie seconded; Beth, Gabriela, Bonnie, Lucile, Alissa, Judy, and Leslie were all in favor; Wayne and Andrea arrived after the item was approved.

November 16 minutes

ACTION: Alissa motioned to approve the minutes; Leslie seconded; Beth, Gabriela, Bonnie, Lucile, Alissa, Judy, and Leslie were all in favor; Wayne and Andrea arrived after the item was approved.

NEW BUSINESS

Foundation Restructure (Cindy Goga) The presentation about the new District Foundation Services was tabled because Cindy Goga was unable to attend the meeting.

Academic Renewal (Dennis Franco/Catherine Frost) The information about the upcoming changes to Academic Renewal was tabled because Dennis and Catherine were unable to attend the meeting.

Campus Safety (Officer Holt) Beth said there aren't any Council members on the Safety Committee so there is no minutes or reports received. There is a Shelter in Place practice every month, one building a month, though on the first Wednesday in February, they will be doing it in 3-4 buildings. Lt. Holt said that CCC has seven officers including the lieutenant for 7500 FTS, which is quite a large number. There is at least four officers per a day. The colleges that had the shootings didn't have police services departments. He said that his radio is dispatched to the Richmond Police department. Most other community colleges don't have a fully staffed police services department like CCCC has. He said that a training seminar can be done for the Senate Council at any Monday meeting we choose. The name of the video training is "Run-Hide-Fight". (First Run if you can; then Hide if you can; then Fight if you have to.) The idea is that if someone has a gun in a roomful of people, everyone in the room should throw stuff at them at the same time to get the person off guard so that people can escape. There is a Behavioral Assessment Team that is available when the teachers do not want to tell on students because they don't want to lose the student's trust. They should report the behavior to Lt. Holt and others at police services and they will talk to the student. He said that all the instructors should have keys to their classrooms. Herb Lester has been hired by the district for Risk Management. Lt. Holt gave out a list of numbers if police services are needed.

- Contra Costa Sheriff's Department (925)646-2441
- From on campus call 9911
- Richmond, San Pablo, and El Cerrito Police Departments (510)233-1214
- Pinole and Hercules (510)724-1111
- CCC Dispatcher (510)215-4858

SLO Assessment Module SLO team is satisfied that the SLO Assessment module Governet has created for City College of San Francisco is suitable for our purposes at Contra Costa College, but CCSF records the SLO results student by student and CCC will only do it course-based so the CurricUNET module will need to be changed, or CCC won't use it. Beth said that the process may not be ready until February if the module can be changed to fit our process. Judy said that Canvas may be able to compile data for SLOA. Plan B would include looking at other colleges, with Randy creating a SLOA process internally. For now, we will keep doing SLOA the way we're doing it now until February or longer.

CIC Chair for Spring 2016 A replacement is needed while Gabriela Segade is on sabbatical next semester. Wayne motioned and Alissa seconded to give Beth permission to seek out and select the CIC chair to replace Gabriela. Wayne, Andrea, Beth, Gabriela, Bonnie, Lucile, Alissa, Judy, and Leslie were all in favor; no abstentions.

OLD BUSINESS

Program Review and Validation Process Beth finished the Validation Team instructions and created a location to house the SLOA, and any other documents that are normally attached to Program Review and instructions to create program review cloud folders. Wayne said that with doing so, CCC is in full compliance with the ACCJC. Beth would like the Council to review the Appendix G Validation Team Process and would like any feedback by the end of the week. She also asked them to access the cloud file she has stored using Office 365 One Drive using the instructions in Appendix E. Gabriela motioned and Wayne seconded to approve this process. Wayne, Andrea, Beth, Gabriela, Bonnie, Lucile, Alissa, Judy, and Leslie were all in favor; no abstentions.

Incomplete Grade Form Language The district admissions and records agreed to remove the faulty language. The new forms will

be out soon.

Plus/Minus Grading The other two colleges are lagging behind in taking the issue to their Senates.

Mentoring Program for First-year Tenure-track Faculty Tabled for lack of time.

Strategic Direction (Local Degree Update) Tabled for lack of time.

Dual Enrollment Tabled for lack of time.

COLLEGE COMMITTEE HIGHLIGHTS AND PRESIDENT'S END-OF-SEMESTER REFLECTIONS

Tabled for lack of time.

PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION

Robert's Rules of Order Tabled for lack of time.

ASU proposal "A Dinner with Faculty" Scheduled for Monday, December 7 from 5-8 p.m. in AA117.

Adjournment

The meeting was adjourned at 4:10 p.m. The next meeting is scheduled for February 1, 2016.

Respectfully submitted,
Lynette Kral