

**Academic Senate Council Minutes of March 6, 2017
Contra Costa College GEB 305
2600 Mission Bell Drive, San Pablo, California 94806**

Call To Order with Introduction of Guests at 2:15 p.m.

Committee Members in Attendance: Rick Ramos (VP/CIC), Judy Flum (DE), Randy Watkins (NSAS/SLO), Katie Krolikowski (CTE), Randy Carver (LA), Leslie Alexander (NSAS), Bobby Sturgeon (LAVA), Luci Castruita (SS), and Alissa Scanlin (SS).

Committee Members Absent: Beth Goehring (President), Intisar Shareef (LAVA) and Wayne Organ (LA).

Visitors in Attendance: Ashley Patterson and Vicki Ferguson were in attendance.

CONSENT AGENDA ACTION ITEMS

March 6 agenda

ACTION: Randy W. motioned to approve the agenda; Katie seconded; Rick Ramos (VP/CIC), Katie Krolikowski (CTE), Randy Carver (LA), Leslie Alexander (NSAS), Judy Flum (DE), Bobby Sturgeon (LAVA), Luci Castruita (SS), and Alissa Scanlin (SS) were all in favor; no abstentions.

February 6 minutes

ACTION: Alissa motioned to table the minutes; Randy C. seconded; Rick Ramos (VP/CIC), Katie Krolikowski (CTE), Randy Carver (LA), Leslie Alexander (NSAS), Judy Flum (DE), Bobby Sturgeon (LAVA), Luci Castruita (SS), and Alissa Scanlin (SS) were all in favor; no abstentions.

NEW BUSINESS

AA/AS District Equivalency Policy Tabled

Starfish Vicki Ferguson and Ashley Patterson presented the history of Hopsons/Starfish and how the Early Alert program began. It began here at CCC in Fall 16 with three classes, ADJUS 120 (Ramos), MATH 118 (Sharufa), and PSYCH 103B (Valdez-Jimenez) and received positive student feedback, with hopes that there will be an app in the future. Vicki and Ashley asked the Council for feedback and suggestions, and to answer any questions. When asked, they responded that Starfish does integrate with Canvas and that comments added to Canvas will automatically go to Starfish. Luci said that the counselors only check if the students they have appointments with are flagged. If a student gets more than two flags from two different faculty, counseling is notified. Faculty cannot see if the student has been flagged by other faculty. Katie would like to see a comment box for a positive and supportive comment when the student is having poor progress. She also does not like that the office hours keep adding to her calendar. Judy motioned for a resolution and Luci seconded (all in favor) that the Academic Senate support the Starfish Early Alert program as a tool to aid in the success and retention of students.

Code Alignment Project Code alignment focuses on the TOP (Taxonomy of Programs) and CIP (Classification of Instructional Programs) codes that define programs to measure completion rates. The codes for programs are broken down into sections depending on the area of the discipline being taught. For example, ADJUS TOP code is 2105.00 with a CIP code of 43.0107, but the TOP code for Corrections is 2105.10 with the CIP code of 43.0102, etc. Katie motioned and Judy seconded (all in favor) to bundle the changes and give the CIC Chair the authority to approve the bundle after Kelly Schelin makes the list, and the department faculty review and make any needed changes.

Second Annual 4CD District Plenary Study Session (Rick) (information/discussion) Topics including Strong Workforce focus, equivalency, diversity, and CTE workshops will be discussed at the April 10, 2017 district-wide plenary from 3-5 p.m. at the district office. All Senators are urged to attend.

Engaging Students at CCC (Wayne) In Wayne's absence, this issue was tabled.

Strategic Initiative 1 (Rick) Rick explained the goals of a new committee, Council on Access and Retention, that is composed of himself, Wayne, Katie, and Najia. There will be career workshops for students with or without careers or majors in mind. He spoke of the Starfish progress surveys, and program mapping, where faculty need to meet with other departments that may be part of their programs. Rick said that Dennis Franco's idea was to treat all students like they are ready for college and present them with college-ready pathways with a lot of support services available. Alissa said that it is damaging to be told that you are college-ready and then fail. Luci said that Najia has written a pathway for the non-prepared student. State and financial aid push students to choose career too early with no chance to explore other careers. Rick said that while cuts need to be done, they need to consider that courses required for the same programs are being scheduled at the same time. Katie suggested that we hire a professional facilitator.

Possible Staff Appreciation Dates (Rick) There was some light discussion on the choice of days and the Council leans more towards Wednesday, May 17, but would like more information on the time of day, etc.

OLD BUSINESS (UPDATES/DISCUSSIONS)

Survey Processes Conversation (Discussion) Tabled

Guided Pathways (Discussion) Tabled

Adding SP (Satisfactory Progress) to the District Grading Policy (Update) Tabled

Faculty Schedule Committee (Flow chart update) Tabled

Equity Projects (Ongoing Discussion) Tabled

Planning Institute Conference at District Office (information/discussion) Tabled

Senate Bylaws (Discussion) Tabled

COMMITTEE REPORTS

No reports

PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION

There were no presentations from the public.

Adjournment – Meeting adjourned at 3:45 p.m. Next meeting will be March 20 in GEB 305 Conference Room

Respectfully submitted,
Lynette Kral