

**Academic Senate Council Minutes of March 19, 2018**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**

**Call To Order with Introduction of Guests at 2:15 p.m. in GEB 305**

**Committee Members in Attendance:** Beth Goehring (President), Mark Wong (VP/CIC), Judy Flum (DE), Katie Krolukowski (CTE), Bonnie Holt (LA), Jon Celesia (NSAS), Sandra Moore (LAVA), Luci Castruita (SS), and Alissa Scanlin (SS).

**Members absent:** Randy Carver (LA), Randy Watkins (SLO/NSAS), and Aminta Mickles (LAVA).

**Visitors in Attendance:** There were no visitors in attendance.

**CONSENT AGENDA ACTION ITEMS**

**March 19 agenda**

**ACTION:** Alissa motioned to approve the agenda; Katie seconded; Beth, Mark, Judy, Katie, Luci, Bonnie, Sandra, and Alissa were all in favor; there were no abstentions.

**March 5 minutes**

**ACTION:** Alissa motioned to approve the minutes with corrections to the SLO Assessment language; Katie seconded; Beth, Mark, Judy, Katie, Luci, Bonnie, Sandra, and Alissa were all in favor; there were no abstentions.

**NEW BUSINESS/ PENDING BUSINESS/ UPDATES/DISCUSSION**

**Existing Composition of Faculty Positions on Management Hiring Committees** The Council discussed the district-wide business policy BP2057 Hiring of Contract Administrators. Whereas, this policy is being reviewed at the District Governance Council (DGC) tomorrow to add more students onto these hiring committees, the ASC would like to have the composition to include four faculty representing each division to be on the college president and division dean hires, and three faculty on Chancellor hires. Katie motioned to have Beth to make this request; Alissa seconded; all present in favor; no abstentions. Katie then motioned for the ASC to send a survey to get faculty-wide input for concerns, desirables, and questions prior to a hiring so that the faculty representative makes their decision on the constituency than of their own opinions; Alissa seconded; all present in favor; no abstentions.

**Guided Pathway Plan Update** Katie presented the 14-point plan to be submitted to the State Chancellor's Office this summer to get funding for the first eleven categories for the next 18 months. Katie expressed concern with the 11<sup>th</sup> category that this may allow managers to control faculty professional development; that is not be faculty oriented. She would like it to include that faculty express what professional development they would need to improve teaching. Language in category 11 to include exploring strategies for meaningful onboarding and on training new and full-time faculty about guided pathways; and the need for infrastructure to support those who are doing the training.

**Reassigned Time Job Template (Beth)** Beth has worked with faculty currently on release time to collect ten job descriptions for faculty release assignments (see below). Reassigned time job descriptions still need to be done for the First Five and ECHD liaisons, and the library.

- Adult Ed Block Grant Coordinator
- BSI Coordinator
- College Instruction Chair
- Guided Pathway (5)
- Nexus Coordinator
- Professional Development
- Per Ankh Coordinator
- SLO/AUO Coordinator
- Distance Education Coordinator
- Planning Co Chair

**Scheduling Committee Update** Jon reported from the Scheduling Committee that the college will not be charged for shortcoming FTES. 5% of sections will need to be cut to meet the goal, meaning that 31 sections need to be cut for Fall 2018. A 40 cap needs 20 for 50% and they want 63% or higher. If there are no cuts, and enrollment stays flat, CCC will be \$3mil in debt. Since students are not members of the Scheduling Committee, which is only composed of faculty and management, Beth created a student survey and presented the results on which days they prefer to have classes scheduled. It was suggested that Super Saturday would be a good time to survey students as to their preferences.

**Blocked Schedules** Beth reported that there will not be a Finals Week using the blocked schedule.

**Non-Credit Committee Chair and Committee Discussion Update (Katie)** Career and Noncredit Education Institute in Costa Mesa May 3-5. Discussion on this issue was tabled for lack of time.

**Call for faculty to attend the Career and Non-Credit Education Institute May 3-5, 2018** Discussion on this issue was tabled for lack of time.

**Review the Faculty Resource** Possible updates. Discussion on this issue was tabled for lack of time.

**Department Bylaws** Discussion on this issue was tabled for lack of time.

**Disciplines List Revisions - Call for Revisions** The review process is now an annual process. The deadline for submission of proposals is September 30, 2018. Discussion on this issue was tabled for lack of time.

**Call for faculty to attend the ASCCC Plenary April 12-14 Plenary** Discussion on this issue was tabled for lack of time.

#### **COMMITTEE REPORTS**

There were no committee reports.

#### **PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION**

There were no presentations from the public. Beth said that the president forums will be held during Finals Week in May Monday –Thursday at 4 p.m. so some faculty won't be able to attend unless they use proctors during the exams.

#### **Adjournment**

Meeting adjourned at 4:05 p.m. Next meeting will be April 2, 2018.

Respectfully submitted,  
Lynette Kral