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 Krolikowski (CTE), Randy Carver (LA), Bonnie Holt (LA), Jon Celesia (NSAS), Luci Castruita (SS), and Alissa Scanlin (SS).
Members absent: Randy Watkins (SLO/NSAS), Sandra Moore (LAVA), and Aminta Mickles (LAVA).
Visitors in Attendance: Michell Naidoo and Miguel Alvarez.

CONSENT AGENDA ACTION ITEMS

May 7 agenda
ACTION: Bonnie motioned to approve the agenda; Alissa seconded; Beth, Mark, Judy, Randy C, Katie, Luci, Jon, Bonnie, and Alissa were all in favor; there were no abstentions.
April 16 minutes
ACTION: Alissa motioned to approve the minutes; Judy seconded; Beth, Mark, Judy, Randy C, Katie, Luci, Jon, Bonnie, and Alissa were all in favor; there were no abstentions.

NEW BUSINESS/ PENDING BUSINESS/ UPDATES/DISCUSSION

CCC Promise initiative (Miguel Alvarez) Miguel oversees the Promise Initiative Grant under Ken Sherwood. He explained the history of the initiative and how the Richmond Promise interfaces with the CCC Promise. He has 220 students interested in the program but can only offer it to 175 students...

CIC Chair 2018-19 Judy motioned that Mark Wong remain the Interim CIC Chair finishing out Rick's term of office through July 1, 2019; Bonnie seconded; Beth, Mark, Judy, Randy C, Katie, Luci, Jon, Bonnie, and Alissa were all in favor; there were no abstentions.

Possible Purchase of New Planning Software Desirable Functions for Purposes of Curriculum, Program Review, SLO, Catalog The district would like to standardized the software to use for all three of the campuses and is looking at three different systems. Currently, CCC utilizes three, DVC two, and LMC still does everything on paper. A bid will be going out for the software in June or July and a committee, including faculty, will be asked to look at the applications and choose the system. Beth said they would like it in place by Fall 19. Katie asked for a resolution and wrote the resolution. Bonnie motioned to approve the resolution, "The Academic Senate Council believes the software implemented for these functions will have a dramatic impact on the work environment, curriculum, accreditation, SLO, and program coordination and decisions regarding its purchase should be made carefully and with wide faculty input."; Alissa seconded; Beth, Mark, Judy, Randy C, Katie, Luci, Jon, Bonnie, and Alissa were all in favor; there were no abstentions.

Review of the Faculty Resource Page Beth and Jon worked together to restructure the page. Beth presented it to IT and Brandy Howard said she will move forward with it this summer. Larry Womack is our new webmaster.
- Change faculty resources to Faculty & Staff Resources
- One heading link to Evaluation to include the training video, quiz, and faculty evaluation forms
- One heading link to Hiring to include the training video and quiz
- Move Content Review form to under the CIC heading on left
- Move CurricUNET & user manual to under the CIC heading
- Add a left side menu heading "CCC policy procedures and handbook" to include CCC Procedure Handbook, CCCCD Policy & Procedures, PT Faculty handbook
- Add a "Student Support" heading to include assisting the emotionally distressed, financial aid, scholarships, counseling, Starfish, and Library
- Add "Forms--Media, Maintenance, Keys" (media, maintenance, keys)
- Equivalency links moved to top of middle page
- Classified Senate link
- Academic Senate links in middle of page
- Light blue ink on dark blue bottom is hard to see
- Distance Ed tab to links in middle of page
- Move SLO key links to top of page
- Have academic calendar link to academic calendar page + add year-long calendar to choices
- Department web pages and add faculty to department web pages
- Give Department chairs permissions to update Department web pages
- Make landing page photo bar on top smaller
- HED has Aminta Mickles as Department chair

- Add Canvas as a main page next to Insite on main college web page

Equivalency Committee Composition The Equivalency Committee is currently composed of the senate president, senate VP, a past committee member, and a faculty at large. With Wayne and Rick retiring, we have no past committee member interested in assuming the position so Beth is asking for the composition to be changed to the two senate positions and two faculty-at-large position. Bonnie motioned; and Alissa seconded; all were in favor to approve this change.

Department Bylaws Discussion It is very important that departments have bylaws that follow the UF guidelines for hiring and scheduling that detail correctly faculty loads and bumping rights. Department bylaws are our legal contract between the department and the employee and should be kept updated and posted for other faculty to view. Beth will discuss with James Eyestone about the best place to house these.

Possible Enrollment Recruitment Event Comet Day went so well that they would like to have one for high school students and their parents so the tentative event would possibly happen from 4-8p.m. after Aug 24 All College Day events. The ability to register for classes would be available. Beth asked faculty to consider devoting one hour to show the facilities and possibly an example of an experiment…

URL Web Filtering The district bought a program to block websites that aren't appropriate to access using the college Wi-Fi. This poses a problem in researching certain subjects. The Council would like to poll other colleges on whether they use filtering. Judy motioned for the Senate Council to support turning off the web filter but leaving the security part in place; Bonnie seconded; all in favor except for the abstention of Jon and Mark.

Online Education Initiative (Judy) Judy reported that CCC is part of the OEI and a contract will be delivered by the end of the semester. The new DE Coordinator is Mike Kilivris.

Scheduling Committee Update (mission, criteria for cuts, state of college) The last meeting of the semester will be May 16. 18-20 sections will need to be cut for Spring but they will be low-enrollment courses.

Non-Credit Committee Chair and Committee Discussion Update Katie discussed the Non-Credit conference that the CCC team attended. The committee will meet at the beginning of the semester to choose the chair.

Year Assessment of ASC Accomplishments The Council has been asked to review their accomplishments yearly. Below is the list for this year's accomplishments.
- Guided Pathways Structure and Release time
- Code Alignment Project
- Faculty Driven Schedule Committee
- Professional Development Credit for Substantial Committee Work
- Open Education Resources (OER)
- Strategic Plan Objectives
- Online Education Initiative (OEI)
- Review of College Committee and Charges
- Focusing PD efforts on Pedagogy and Pathways
- Non-Credit Committee Chair and Committee
- SLO Assessment
- CCC DE Strategic Plan Approval
- Reassigned Time Job Descriptions
- Composition of Faculty Positions on Management Hiring Committees
- Faculty Resource Page Updated

COMMITTEE REPORTS

Guided Pathways Release Time Positions Katie announced the positions release time.
- Lead 50%
- (4) Groups 20% each
- Permanent working member of the committee 10-20%

PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION

Disciplines List Revisions - Call for Revisions The review process is now an annual process. Deadline September 1 2018.
There were no presentations from the public.

Adjournment

Meeting adjourned at 4:10 p.m. Next meeting will be September 17, 2018.

Respectfully submitted,
Lynette Kral