

**SPECIAL Academic Senate Council Minutes DRAFT**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**  
**August 21, 2019**

**Call To Order with Introduction of Guests at 1:00 p.m. in GE-110.**

**Committee members in attendance:**

**Academic Senate President:** Katie Krolkowski

**VP/CIC:** Mark Wong

**LA Rep:** Randy Carver

**SS Rep:** Luci Castruita, Lorena Gonzalez

**LAVA Reps:** Erica Watson

**NSAS Rep:** Leslie Alexander

**CTE:** TBA

**Members not in attendance:** Michael Kilivris (DE)

**Guests in attendance:** Carolyn Hodge, Elaine Gerber, LaCretia Robinson, Elisabeth Schwarz, Manu Ampim, Jon Celesia, Andrew Kuo, Ellen Coatney, Micah Meltzer, Brianne Ayala, Steve Roberson, Vanna Gonzales, Nikki Ferguson, Nooshi Borhan, Tony Luu, Ruth Gorman.

**CONSENT AGENDA ACTION ITEMS**

**August 21 agenda** Leslie motioned to approve the agenda with the removal of New Business agenda item C2 Proposal to amend the 2018 Institutional Innovation and Effectiveness Plan and Request for IEPI Resources as requested by Katie; Lucy seconded; all in favor; no abstentions.

**NEW BUSINESS**

**Review of Rights and Responsibility of Faculty under Shared Governance and Discussion** This is scheduled as a flex meeting but since the Academic Senate Council is considered a Brown Act committee where senate business will be discussed, it must be presented with agenda and minutes and follow the Brown Act guidelines.

Katie began the presentation by distributing ASCCC (Academic Senate for California Community Colleges) membership cards which states that the primary function of the Academic Senate is to make recommendations in regards to policy development and implementation with respect to academic and professional matters; otherwise known as 10+1 which include:

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Education program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate

Katie went on to explain that the difference between the Ed Code and Title V is that the Ed Code states the law and Title V explains how we react to the law. It was asked if there was a list that explained the difference of decision making between the UF and AS. Katie will look into this.

The College Procedure Handbook is accessible by following the Faculty and Staff Resource link at the bottom of the college homepage. Section A1003 has all the college committees listed and also the CCC committee governance structure presented. Subcommittees of the College Council, which is our main shared governance committee, as is the District Governance Council (DGC), are the "Big 4" which encompasses the Planning, Budget, Operations, and Student Success. She explained the standing committees of those Big 4 and explained that standing committees are considered Brown Act if they

meet continually.

Katie then asked the attendees to participate in an exercise by picking a committee listed in the Procedure Handbook section A1003, or a committee that they are currently attending, review as to whether, by using the website, the agendas and minutes were up-to-date and useful, the information in the section A1003 was correct and understandable, and to comment on how the information from the committees are communicated, or could be communicated to the faculty better.

Responses were:

- Committees and minutes of those committees needs to be centralized.
- Webpages need to be updated
- Approved minutes need to be sent out college-wide
- Committee division reps need to report at division meetings

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

There were no presentations from the public, announcements, or open discussion.

#### **Adjournment**

The meeting adjourned at 3:00 p. m. The next meeting will be September 16 2019 in GE-305.

Respectfully submitted,  
Lynette Kral