

**Academic Senate Council Minutes**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**  
**Monday, September 21, 2020**

\* Documents related to these minutes can be accessed [HERE](#).

**Online Meeting Called To Order at 2:15 p.m.**

**Committee members in attendance:**

**Academic Senate President:** Katie Krolikowski

**VP/CIC:** Mark Wong

**LA Representatives:** Randy Carver, Andrew Kuo, Erica Watson (alt)

**SS Representatives:** Sarah Boland, Lorena Gonzalez

**AACE Representatives:** Brianne Ayala

**NSAS Representatives:** Leslie Alexander, Agustin Palacios

**Distance Ed Representative:** Maritez Apigo

**CTE Representative:** Troy Hess

**Members not in attendance:** Jessica Le (CTE alt). Michell Naidoo (AACE)

**Guests in attendance:** Karen Ruskowski, Marisol Cantu, Brandy Gibson, Susan Reno, Mayra Padilla

**Public Comment**

Agustin reported that the Caravan of Resistance and Liberation on September 19 was a success.

**AGENDA ITEMS**

**Agenda of August 21**

**Action:** Leslie moves to approve with the addition of Guided Pathways as agenda item 6b; Erika seconds; all in favor; no abstentions.

**Minutes of August 31**

**Action:** Troy moves to approve; Leslie seconds; all in favor; Lorena abstained.

**Academic Senate Council Structure and Goals for the Year** The ASC goals were rewritten to include references to the ASC resolutions 19-23 which include an area of Ethnic Studies to be required for local and state associate degrees. All ASC members agreed with revised goals. Katie will work with Mark to rank the priority and will contact Beth regarding process to change the local requirements.

**ASC Sub-committees**

**DE Committee** Maritez reported that the DE team met and developed guidance memos on synchronous and asynchronous instruction held via video conferencing (ex. Zoom) and determining online attendance, to be sent to faculty. It was presented to the DE Committee and is now asking for ASC feedback and approval. The DE team will begin working on a proctorio next. Katie stated that this is only best practices, or guidances, not mandatory.

- **Synchronous and Asynchronous Instruction** Asynchronous instruction should be primary with synchronous as supplemental. "Mute all" should be used when necessary.
- **Cameras During Live Sessions** It is not mandatory that students have their cameras on during class due to privacy, etc.
- **Schedule of Classes** Consistent and clarification of language is important.
- **Determining Online Attendance** Attendance is not determined by logins but only from submission of assignments, activities, etc.

**ACTION:** Leslie moves to approve the first memo, and continuation of this second memo at October 5 meeting; Brianne seconds; all in favor; no abstentions.

**CIC Committee** Mark reported that eLumen outlines were used for the first time at the last CIC meeting. He will be emailing the department chairs that some faculty will begin using eLumen. We have the ability to begin imputing course revisions. Currently, the CIC is discussing revising the content review process.

**Equivalency Committee** Katie reported that a couple equivalency statements, including ECON and PSYCH have been updated.

**Guided Pathways** Sarah reported that the next GP meeting will be from 2-4 p.m. on October 24. The call for

release time positions went out. Adjuncts can apply.

### **Faculty and Participatory Governance**

**Faculty membership Big 4 committees, CIC, Equivalency and DE:** Sarah motioned to approved the membership roster for 2020-2021; Troy seconded; all in favor; no abstentions.

**Discuss general expectations for faculty service on committees:** The ASC reviewed the roles and charges of the committees and came up with four main points

- Manuals of expectations are needed for committee chairs. Each committee writes its own.
- Attend the ASC to learn how their committee fits in with the ASC.
- Stipends for adjuncts to do committee work.
- Communication with committee chairs of their responsibility to send alternates to attend the ASC if they are not able.

**ACTION:** Sarah motioned that a survey to report back with support be sent out; Brianne seconded; all in favor; no abstentions.

**Accreditation** Mayra said that the accreditation visit is October 5-8 and reminded the ASC to be ready to be interviewed and have subs lined up for your classes if they are a committee lead person. She said it would be helpful to read the summary of the analysis section at the end of each section.

### **Hiring**

**Discuss faculty nominations for hiring committee for Vice President of Instruction** The nominations for the hiring committee are due to Dr. Bell on Thursday morning. Please send in applications to participate on this hiring committee by Wednesday 5p.m. Erika, Lorena, Brianne, and Katie were selected as the members for ad-hoc committee to review faculty applications and recommend nominees. Participants can be non-tenured.

### **District Governing Board**

#### **THE ACADEMIC AND CLASSIFIED SENATES OF DIABLO VALLEY COLLEGE JOINT**

**RESOLUTION OF NO CONFIDENCE** The ASC discussed the DVC resolution and many personal comments were made regarding the explanations of the ethical violations surrounding this resolution. Many felt that there have not been enough facts to back the resolution. The Governing Board does not respond to comments from the public during the board meetings, and it is irresponsible that there are three vice-chancellor positions vacant right now. A joint meeting between the ASC and Classified Senate Council will be scheduled next week to discuss the resolution further and how it's impact affects CCC long term. Katie will invite the DVC senates and ASU reps.

**Enrollment Issues Discussion** Tabled for lack of time.

### **ASC President's Report**

ASCCC Fall Plenary [registration](#) is due by October 5.

### **ADJOURNMENT**

The meeting was adjourned at 4:20 p.m. The next meeting is scheduled for October 5.

Respectfully submitted,  
Lynette Kral