

**Academic Senate Council Minutes
Monday, September 18, 2023
Contra Costa College**

The Hybrid Meeting was Called to Order in SAB211 at 2:15 p.m. with Introduction of Guests. Zoom Meeting ID: 711 104 6353

Academic Senate President: Gabriela Segade
Voting Representatives
CIC Chair/AS Vice President: Leslie Alexander
LA: Erica Watson, Joseph (Randy) Carver
SS: Lorena Gonzalez, Camille Santana
AACE: Michell Naidoo, Elisabeth Schwarz
NSAS: Deborah Dixon, Chao Liu
CTE: Michele Redlo
Distance Education: Randy Carver
Adjunct Faculty: Vacant

Non-Voting Representatives:
Senate Assistant: Sabrina Chan, Academic Senate Assistant
Classified Representatives: Karen Ruskowski, Vacant

Voting members in attendance: Leslie Alexander, Chao Liu, Camille Santana, Erica Watson, Elisabeth Schwarz, Michell Naidoo, Michele Redlo

Voting members absent: Randy Carver, Lorena Gonzalez, Deborah Dixon

Non-Voting members attending from remote location: Karen Ruskowski

Guests: Christopher Price, Myra Padilla

AGENDA ITEMS

Approval of Agenda: Amendment to the agenda to postpone approving minutes to the next meeting. Michele Redlo moved to approve the agenda as amended; Erica Watson seconded; favored by all in attendance.

Public Comments There were no public comments.

Stipend for adjunct faculty who sit on Academic Senate Council: Discussion to pay other academic service rate (\$60 on average). Gabriela to bring budget to the next meeting. Timecards for accountability. Michelle Naidoo motion to approve; Michele Redlo and Elisabeth Schwarz seconded; all in flavored.

Report from Professional Development: Discussion to require recipients of professional development mini grants to share content of the event attended with the college through a short PowerPoint presentation. Vetting process for approval can be brought back to future agenda. Gabriela can place on the agenda for the Professional Development Committee to try to figure guidelines for sharing. The idea of a newsletter for grant recipients to share what was learned was discussed.

Using Academic Senate funds to compensate faculty who take on Senate sponsored projects: Create taskforce to complete Academic Senate projects. Inform colleagues we are here. Camille discussed a regular schedule meeting for faculty to come share what is learned at conference or faculty doing research. Bring back goals.

Faculty Professional Development: Nexus curriculum. Gabriela is reaching out to collect information. Idea to send out survey to faculty to see what training is needed. Once collected, use professional development funds to address general needs. Once needs are identified, a call for proposals would be sent out. We would consider the proposals received and if satisfactory, the person submitting proposal could be paid for offering a training on said subject.

Proposed creation of a testing/proctoring center: Members clarified that a statewide network of testing centers would be needed to accommodate students who take classes from all over the State. Reach out to see if other schools have brought this up or introduce as a draft resolution. Gabriela will reach out to State Academic Senate and report back what she finds out.

New division/administrative structure: Erica volunteered to make a comment card to get feedback. Camille: suggested to reach out to deans and asking faculty how to support guided pathways moving forward. Camille spoke in favor of having division meetings. They are important for communication across the campus and to better serve our students. Counsel can bring back the topic as an action item to propose at least one division meeting per semester.

Centralizing all College information: At the College Council, it was proposed that Board Docs be used to centralize all meeting information. All committee meetings, especially Brown Act committees, would move their agendas and minutes to Board Docs.

Faculty collegiality day: December 1st. Gabriela suggested having a plenary in addition to the brunch. The idea is for all faculty to go, have fun collegiality building activities and brunch. The plenary would introduce some resolutions for all faculty to vote on. It may require a taskforce of 3 or 4 to plan, work with culinary, the union, and what resolutions to bring. Erica Watson

moved to approve; Camille Santana seconded; all in favor.

Stephanie Figueroa, Classified Senate President's report: Stephanie will be Classified Representative for ASC. Classified does a lot of what you see outside of the classroom. Some classified professionals do teach classes. Stephanie invited Gabriela to attend the meeting every 3rd Monday of the month at SAB211, from 11-12. Zoom is available.

ASC Committee Reports and Continuous Improvement (20 min)

- **Curriculum and Instruction (CIC)** Leslie: upcoming changes to work experience educational courses. Changes that need to happen this semester for next semester. Membership for CIC needs more members from NSAS (2 needed) and Student Service (1 needed).
- **Planning:** Chao: New standard. Facility master plans is going on and all departments/divisions/facility needs should give feedback. Program review is behind. 2021-2022 submit report is planned to finish this year. 2022-2023 has not finish evaluation. Please bring back that many had not finished the self-study.
- **DE report:** absent
- **OER & ZTC Report:** absent
- **CTE Repo:** Michele: Need of classrooms to bring back to campus.

ADJOURNMENT Motion to give Myra couple minutes to report. Myra had no public comment. The meeting adjourned at 4:01 pm. The next meeting is scheduled for October 2, 2023 in SAB211