

**ACADEMIC SENATE COUNCIL**  
**Applied Arts Building AA-216 2:15 p.m.**  
**Monday, October 16, 2006**

**Contra Costa College**  
**2600 Mission Bell Drive**  
**San Pablo, California 94806**

***DRAFT MINUTES***

**CALL TO ORDER:** The meeting was called to order at 2:15 p.m.

**Present:** Terence Elliott (Chair), Sally Brooks (LAVA), Dionne Perez (CLASS), Sue Van Hattum (NSAS), Emilie Wilson (MCHS), Matika Moore (ASU)

**Absent:** Chris Tarp (VP-Student Services), Rick Ramos (Career and Technical Training), Fritz Pointer (CLASS), Rudy Zeller (FSCC), Robert Chan (Instructional Technology), Shondra West (Classified)

**INTRODUCTION OF GUESTS:** Kenyetta Tribble, John Diestler

**CONSENT ACTION ITEMS:**

**Agenda** of October 16 was approved.

**Minutes** of October 2 were approved with corrections.

**Equivalency Committee Responsibilities** Currently, the Equivalency Committee, composed of the Student Services chairperson, the CIC chairperson, and the ASC president, only meets to approve requests for equivalencies at time of hire. The Senate Council was asked to decide whether the committee should also be charged with approving new and revised department equivalency statements. In the past, only the Senate president had this responsibility. The Senate members asked that Terence email the faculty of the current policy on revising equivalencies, the current policy on approving equivalency statements, the suggested process, a clearer picture of how equivalencies are revised, and how it relates to their jobs. Faculty who have questions about this process should contact their Senate reps.

**UNFINISHED BUSINESS:**

**Standard III.A.1.c** There was no further discussion on this issue.

**VP Senate Positions and Responsibilities** There was no further discussion on this issue.

**Student Copyright Form** Discussion focused more on faculty copyrights. The management at all college districts have the right to seize faculty materials including Course Outlines. A faculty cannot stop the college from using their online course because the college owns it; though, you can teach it elsewhere. Performers own their rights but once they, or a lecture, is video or audio taped, it becomes the property of the school. Faculty need to protect their material. Even if a faculty signed a copyright policy at time of hire, the college would still own the material. It was suggested that the Student Copyright be printed in the catalog, so students are aware of it.

**NEW BUSINESS:**

**Academic Freedom** This discussion was postponed because Fritz was to lead the discussion but he was absent.

**Developing SLO Assessments** This discussion was postponed.

**ASCCC Fall Plenary Session** Fritz will be attending this session and the Senate discussed some of the issues that action might be taken on at the session. In anticipation of action being taken by the Legislature in writing bills related to the Associate Degree, including the establishment of transfer degrees., the ASCCC has drafted a set of possible resolutions regarding redefining the Associate Degree. There needs to be a better clarification of the AA and AS degrees. Instead of these two degrees, it could possibly just an Associate's Degree. Kenyetta and Dionne will look at the three colleges degree programs to see if and/or how the degrees differ. Kenyetta thought she might send a survey out on this matter.

Based on a resolution passed at the 2005 Fall Plenary Session, reviewing of the Disciplines List has changed to a two-year process. Interested faculty members may submit proposals until February 2007. Minors on Campus (Resolution 13.01) will be a discussion item. Fall enrollment data show approximately 73,000 students under the age of 18 are enrolled in California Community Colleges, with only 19,083 high school graduates, and more than 2,500 under the age of 14. Now, parents and others are trying to make policies on how classes are being taught, in hopes of protecting their youngsters.

The role of the noncredit course in the California Community Colleges (Resolution 9.04) will be discussed. Many do not fully understand the importance of noncredit and how it serves California's educational needs. The question is whether a NC degree can be offered. There are very few community service classes available anymore because of government cuts.

**STANDING SENATE COMMITTEE REPORTS:**

**President's Cabinet** No report.

**Operations Council** No report.

**District Governance Council** No report.

**Governing Board** No report.

**Planning Council** No report.

**College Council** No report.

**FSCC Report from the FSCC meeting of September 28:**

1. Selection of Rep to ASCCC Plenary - Erich Holtmann will represent our district. Each college senate will also have a vote at the plenary.
2. CalPASS - Need to come up with math and English dept. representatives from each campus to work on councils with K-12 and four year universities and create curriculum partnerships. Councils for ESL and Counseling will be created in the future. These will be monthly meetings that will provide small stipends to develop units in these core areas. FSCC will disseminate cal pas info to math and English departments at three colleges.
3. Hiring Workshop Frequency – District policy states that they should be held every two or three years. Need to hold these workshops are recognized, but discussion tabled until more detail info is made available. Discussion followed on need for more information on all evaluation process involving peer and tenure review. Record keeping needs to improve as well as determining how often to hold the workshops. FSCC will work on developing procedures for these issues.
4. District Wide Equivalency Form - DVC is still looking at form and may act on it at next meeting. Management is also looking at it.
5. Equivalency: Validation of Foreign Transcripts - Need to become member of ACEI database. Also, need to provide more info on job application forms to help applicants in completing the application process.
6. Equivalency: Fullbright Exchange Scholars - Need to get more info on this program. Bruce Koller will do that.
7. Equivalency: Apprenticeship Classes - Need clarification on type of journeyman certificate to teach these classes. Does this have to be a union certification? E. H. will get interpretation at state level.
8. FSCC Goals
  - a. hiring, equivalency and evaluation training that is standardized for the district
  - b. creating a district wide curriculum committee to work on SLO and equivalency in courses
  - c. working to develop stronger working relationship with district on budget process
  - d. master planning and accreditation to support self study process

These are the minutes from the October 12 FSCC meeting:

A meeting was called to nominate a Grade Appeal Committee. A student at LMC appealed a grade, which was denied by that college's grade grievance committee. The student challenged this denial to the Board, which in turn supported his appeal. FSCC needed to appoint a three person faculty grade appeal committee to make a final determination regarding this matter. Lenore Gallin and Carol Locke (Computer Science) from DVC and Chris Tarp were unanimously elected to serve on this committee.

**Council of Chairs** No report.

**Faculty Development Committee** No report.

**Student Services** No report.

**Instructional Technology Committee** No report.

**Middle College High School** Middle College sophomores and juniors will be participating in the PSAT (Preliminary SAT/National Merit Scholarship Competition) on Wednesday, October 18, 2006 from 2 - 5. This is an excellent preparation for the SAT and is the route of entry to scholarship competitions for juniors. MCHS parents and students will meet with MCHS instructors for report card night on Thursday, October 19, 2006 from 5 - 6:30pm to discuss student progress and grades. The MCHS/CCC Advisory Committee is scheduled to meet

Tuesday October 24, 2006 at 8:00am in LA 26. This committee oversees the collaboration between Middle College and CCC. Emilie announced that she will no longer be attending the ASC meetings. Manjot Pannu will be our newest member.

**Career and Technical Training** No report.

**Associated Student Union** No report.

**Classified Senate** No report.

**Curriculum and Instruction Committee** No report.

**SENATE ANNOUNCEMENTS and OPEN DISCUSSION:** Terence announced the position of SLO Coordinator with 20% release time. The link to the State Academic Senate website, where much important information can be found, can be accessed through the CCC Academic Senate website under "Useful Links."

**PRESENTATIONS FROM THE PUBLIC:** There were no presentations from the Public.

**NEXT MEETING:** The next meeting will be November 6.

**ADJOURNMENT:** The meeting was adjourned at 3:45 p.m.

**Respectfully submitted,  
Lynette Kral**