

ACADEMIC SENATE COUNCIL
Applied Arts Building AA-216 2:15 p.m.
Monday, September 17, 2007

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

MINUTES

CALL TO ORDER: The meeting was called to order at 2:30 p.m.

Present: Terence Elliott (President), Fritz Pointer (VP), Dionne Perez (FSCC), Sue Van Hattum (NSAS), Alissa Scanlin (CLASS), Manjot Pannu (MCHS), Jeanelle Hope (ASU)

Absent: Chris Tarp (Student Services), Ellen Geringer (Faculty Development), Rick Ramos (Career and Technical Training), Shondra West (Classified)

INTRODUCTION OF GUESTS: Linda Cherry

CONSENT ACTION ITEMS:

Agenda of September 17 was approved.

Minutes of August 20 were approved with corrections.

AS Bylaws This item will be returned as an Old Business on the next agenda.

NEW BUSINESS:

Brown Act Training Workshops A representative from AALRR will present a training session on October 1 in B2 from 2 to 4 p.m. This workshop will be paid for by the District.

CCCCD Cohort-based degree Partnership with CSU East Bay, Concord campus Terence really would like to push this issue and try to find programs that would work, especially general education courses.

District and College Roles, Responsibilities and Service Outcomes This document was developed to comply with Standard IV of the ACCJC Standards. The document identifies roles and responsibilities by vice chancellor areas of responsibilities. Terence asked for any comments to be sent to him and he would forward them to the Chancellor. Terence also stated that the Council needs to know all four standards very clearly, just in case the Accreditation Team questions the Council as a whole. He asked that the Council pull up the four standards from the Accreditation report on the CCC website and get familiar with them.

SLO Assessment Group Update There is a need for SLO assessment group(s) to be formed. The assessments could possibly be done as part of the Division meetings. Terence asked for the Council to consider options and be prepared to discuss this in the future as we get closer to the need for assessing the outcomes.

Finding Resources for Professional Development Discussion Linda Cherry said that Mack wants a campus-wide Professional Development Program to guide CCC to become a teaching and learning institute. She will be attending the meetings to hear ideas and take notes on how the Academic Senate will begin the process of defining how such a program might look. The goal is to learn how to teach the student of today. Most college instructors begin their careers with being experts on the content they deliver but not having any experience at teaching. Terence said that the goal of the college is, by the third year the program is initiated, to have 80% of the faculty experience some sort of process to better themselves as instructors. It was suggested that reassigned time be given faculty enabling them to mini-sabbaticals, retreats, or teaching workshops. The Council was reminded that "in the day" when a certain faculty was hired to teach English, he was required to take a course at UCB on how to teach writing. Implementing Classroom Assessment Guidelines (CAG) workshops were suggested. Faculty who have gone through this workshop could teach it (Tag the CAGs) or possibly with Faculty Development funds, an outside expert could be hired. Fritz will ask SFS if they are willing to offer a class here at CCC called "Training Teachers to Teach." It was suggested to offer flex credit to faculty who sit in on a master-teacher's class. New ideas are needed for structuring this program, with a timeline, and an idea of what amount of time faculty would be willing give for this training. Terence asked the division reps to ask their colleagues and bring feedback to the next ASC meeting. The goal is to have a model in place by the end of this semester.

Academic Senate President for 2008-10 This will be Terence's last year in office. A president-elect must be chosen by the end of this semester so the person can job-shadow during the Spring 08 semester. A job description will be written up.

General Development of Teaching and Learning This item was discussed in the agenda item E.

Professional Ethics Terence asked for two faculty to represent CCC on a district-wide committee that the Chancellor is organizing. Sue Van Hattum and Alissa Scanlin volunteered to have their names forwarded.

SENATE STANDING COMMITTEE REPORTS:

FSCC Dionne reported that the FSCC created directives for 2007-08 which included:

- 1) Basic Skills Initiative—campus-wide issue
- 2) Accreditation Preparation & Reporting
- 3) Staff Development
- 4) Student Learning Outcomes
- 5) Faculty Leadership Concerns
 - a. Engaging faculty for committees; participation; steeping up
 - b. Becoming more of a learning institute
- 6) District-wide academic renewal policy

ASU Jeanelle reported that the ASU will be having Constitution Day and that elections for the new ASU president will be held in October and elected in November.

COLLEGE COMMITTEE REPORTS: There were no reports.

SENATE ANNOUNCEMENTS and OPEN DISCUSSION: Terence distributed copies of the Faculty Role in Shared Governance statement. He asked that the Council members review it and send any comments to him. He needs to present it at College Council. A request was made to get a clarification of the CCC Sexual Harassment policy.

PRESENTATIONS FROM THE PUBLIC: UF representative, Fritz Pointer, asked support for the Community College Initiation (Prop. 92) that will be on the February 2008 ballot, particularly for separating the K-14 allotted budget into separate budgets, K-12 and Community Colleges. More information can be found at the FACCC website. More UF issues are:

- 1) Revision of faculty evaluation forms and procedures
- 2) Improving the re-hire rights agreement
- 3) District-wide Distance Education policy
- 4) Definition of District Enrollment policy as to how much enrollment makes a course profitable
- 5) Improved retention and persistence
- 6) Policies concerning release time for instructors that have to travel and attend outside non-teaching events such as sports games, speech tournaments, music, and drama activities.
- 7) Credit for publishing a book should be worth more than only as undergraduate credit.

NEXT MEETING: The next meeting will be October 15.

ADJOURNMENT: The meeting was adjourned at 4 p.m.

**Respectfully submitted,
Lynette Kral**