

ACADEMIC SENATE COUNCIL
Applied Arts Building AA-216 2:15 p.m.
Monday, December 15, 2008

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

MINUTES

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

Present: Richard Akers (President), Rick Ramos (LAVA), Leverett Smith (NSAS), Eric Sanchez (CLASS), Andrew Kuo (LAVA)

Absent: Chris Tarp (Student Services), Ellen Geringer (Faculty Development), Sue Van Hattum (NSAS), Dionne Perez (SS), Alissa Scanlin (SS), Janelle Hope (ASU)

INTRODUCTION OF GUESTS: There were no guests present.

CONSENT ACTION ITEMS:

Agenda was approved.

Minutes of November 17 were approved with minor corrections.

NEW BUSINESS

Finals Schedule Discussion Schedule may possibly need to be rethought now that most MW classes are 90 minutes. A student who takes back to back classes at 9:40 and 11:10 probably ends up with both finals on the same day. This issue was not discussed since Richard has not heard of any problems with the final schedule.

DISCUSSION ITEMS

Faculty Survey Update Eric Sanchez gave update of progress with a draft of the survey. It was agreed that there will only be one comment box at the end of the survey instead of after each question. The survey should take no more than five minutes to complete. Tim will put it on Survey Monkey this week and it will be sent out to the faculty. Richard will remind the faculty to complete it during All College Day.

CCCCD 60th Anniversary Celebration Richard shared his experience of the celebration. It was well attended. CCC Culinary Arts provided the food.. Tony Gordon spoke. The CCC Art department has a display.

Vice President Position Discussion Leverett Smith has accepted the position of Senate Vice-president..

COLLEGE AND SENATE STANDING COMMITTEE REPORTS

District Governance Council Richard attended this meeting on December 2. The district paid M.I.G. \$50,000 to write the District Strategic Plan. They didn't do any homework and didn't even read the colleges' strategic plans which should have been the backbone of the district's plan. Helen told them that they should have had a report to present instead of asking for information. A committee is being formed to examine the district budget.

Council of Chairs Richard and Leverett attended this meeting on December 3. The Friday/Saturday schedule is an ongoing issue. Are we serving students appropriately on Friday and Saturday? Richard explained that the intent is not to get teachers to work six days a week, but to serve students and help the college financially. Fridays were originally left out of the schedule to open Fridays for campus meetings, but didn't work as expected. Classroom security and marketing was discussed. HBA (hours to be arranged) issue was discussed. There must be a checklist for each student that shows appointments. The easiest way would be to incorporate lab hours by arrangement into a set time of lab. Hours are specified in the syllabus. If you are the instructor of two classes, you can have both classes meet at the same time for HBA but someone has to be there to monitor the students.

Operations Council Richard attended this meeting on December 8. The college is not living up to the classroom security policies. Richard took the issue to the Dean's meeting. The Deans wanted clarification of the responsibilities. The Safety Committee feels the key issue needs to be a priority.

College Council Richard attended this meeting on December 10. The revisions to policy 3018.4, to rename campus buildings, were approved.

Governing Board Richard attended this meeting on December 10. Jesse Reyes was elected to the Governing Board though there may be a conflict of interest since he is also a member of a medical board.

FSCC Richard attended this meeting on December 12. FSCC expense reimbursement was discussed. The FSCC president should receive a .2 stipend. Richard would like to see a stipend for the vice-presidents and CIC positions. The FSCC would like to recruit people to attend Plenary sessions. The next session will be the Spring session in March or April to be held in San Francisco Thursday through Saturday.

President's Cabinet Richard attended this meeting on December 12. Program Reviews were discussed.

SENATE ANNOUNCEMENTS and OPEN DISCUSSION The District Portal was discussed. Comments or changes to shared documents will be able to be uploaded while the document remains unchanged. A log of the proposed changes will be kept. A "shot gun" email to a whole class will be possible. Surveys will be able to be sent by departments instead of only by Tim Clow.

PRESENTATIONS FROM THE PUBLIC There were no presentations from the public.

NEXT MEETING All College Day is January 14, 2009. The next Council meeting will be February 2.

ADJOURNMENT The meeting adjourned at 3 p.m.

Respectfully submitted,

Lynette Kral