

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

Monday, August 17, 2015

Location: AA216

Meeting Called To Order at 2:20 p.m.

Committee Members in Attendance: Beth Goehring (President), Wayne Organ (LA), Bonnie Holt (LA), Lucile Beatty (LAVA), Rick Ramos (LAVA), Alissa Scanlin (SS), Andrea Phillips (SS), Judy Flum (DE), and Katie Krolikowski (CTE).

Committee Members Absent: Gabriela Segade (VP/CIC).

Visitors in Attendance: There were no visitors in attendance.

CONSENT AGENDA ACTION ITEMS

August 17 agenda

May 4 minutes

ACTION: Bonnie motioned to approve consent agenda action items; Alissa seconded; Beth, Wayne, Bonnie, Rick, Alissa, and Judy were all in favor; Lucile abstained since she did not attend the meeting. Katie and Andrea arrived after the items were approved.

INFORMATION/DISCUSSION

Compressed Calendar Update Beth said that the UF was still in negotiations. Even though all three colleges agreed to the possibility of accepting a compressed calendar, the UF will not move forward until issues such as compensation for the extra work it will take to reconstruct the courses, calendars and retirement issues are negotiated. This calendar issue was raised at the faculty/chancellor consultation in regards to student retention. This issue will be returned to the next senate agenda.

Plus/Minus Grading Discussion Beth said that the Senate discussed the possibility of Plus/Minus grading about ten years ago and she would like to revisit the possibility. She feels that it would be beneficial to the students, but this is a district-wide issue, so it will need to be discussed at the FSCC. The pros side of the discussion of adopting this grading policy would be that the GPA would be higher if “pluses” were given, helping the athletes who need a 2.5 GPA to qualify for D I sports. The cons were; students may appeal their grades more often, and students who would have received an A may receive an A- instead, which would lower their GPA by .3. The senate council agreed that Beth should discuss the issue at the FSCC and that they will broach the issue at their division meetings.

BP 10.57 Security Camera Operating Procedure Wayne said that this new procedure will be returned to the DGC for a second read in September. The CCC senate council needs to take a position on this and report it to the FSCC for a college-wide position. DVC says that the policy is too invasive and that it appears that it would allow cameras to be put in faculty offices. Rick said that cameras are useful in solving vandalism and drug activity, and also reporting earthquake damage. Section 1.3E specifies that cameras will not be used in private offices. The policy does not specify if cameras can be put in classrooms, which are not public areas while one is teaching. Audio should not be recorded without the individual’s permission and needs to be clarified because of penal code. This issue was approved by the Chancellor’s Cabinet before it went forward to the DGC for approval. The FSCC asked for a second read so that it could be discussed at the faculty senates. Katie and Lucile feel that other deterrents could be tried before deciding on the use of cameras. Section 1.3I specifies that the District Police decides where the cameras are placed, whereas the council feels that decision should be decided by a committee. The Council would like Beth to ask that cameras not be placed inside classrooms. Individuals could request cameras to protect expensive equipment.

10+1 (Academic and Professional Matters) Discussion AB1725 (Title 5 Section §53200c) gave Academic Senates the means as an organization to make recommendations with respect to academic and professional matters allowing the district governing board to develop policies on academic and professional matters relying primarily upon the advice and judgment of the academic senate (1-3), or mutual agreement with consultation (4-10). The “+1” means any other academic and professional matters that have been brought forward to the DGC without faculty consultation. The Academic and Professional include the following 10+1 responsibilities and duties:

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree & Certificate Requirements
3. Grading Policies
4. Educational Program Development
5. Standards & Polices regarding Student Preparation and Success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation process, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development

+1 Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

Incomplete Grade Form Language Update Beth researched eight other California community colleges regarding the language they use in their Incomplete Grade policies. The 75% language is not in Title 5, but is part of the CCCCD policy, which states that 75% of the course must be completed before an Incomplete grade can be assigned. Grading and the issuing of an incomplete grade contract is strictly between the student and the instructor, division deans do not have the ability to approve or disapprove a grade given to a student, or when an Incomplete grade is given. The CCC Incomplete Grade form language differs from what is stated in the catalog. Beth will continue conversation with Catherine Frost, Admissions and Records, and then decide which body it will be taken to correct the inconsistency with the language between the catalog and form.

SLO Assessment Worksheets in Online Program Review Discussion Beth communicated with Robbie Kunkel, the new SLO Coordinator, in regards to the reporting of course and program SLOs and assessments using the new (DVC) program review template approved last semester by the Academic Senate. Rick is concerned with the amount of time this will take to complete. He feels that the SLO templates should be done during Content Review and uploaded to a database. Katie said that CCC has already purchased the SLO component to CurricUNET. This discussion will continue to the next Council agenda.

Distance Education Report Judy reported that the Online Initiative has a large amount of money. The new Learning Management System will be Canvas. D2L is costing the district \$400K yearly, whereas Canvas will be free for the first four years and then a much smaller amount yearly. In April 2016, a 14-month training process will begin, which will bring us up to the end of the 2-year contract we have with D2L. Canvas will also provide a 24/7 help line for faculty and students. Judy said that anyone can review Canvas. She will keep the senate posted on any updates.

PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION

College Council Rep Wayne will be continuing with the Senate Council as a faculty rep for the LA division and has agreed to continue participating on College Council.

Program Review Validation The faculty on the Senate Council do not feel that having Program Review Validation meetings on All College Day works well. Since the All College Day presentation went over time, some of the validation meetings only had fifteen minutes to meet. Instead of trying to agree on availability to meet after the semester begins, they suggested having a 2-hour meeting during Flex Week with time for 1) presentation by the self-study committee; 2) question and answer allotted time; and 3) completed validation report by the end of the meeting. This would entail receiving the self-study report to begin reviewing at least a month before the end of the semester that the report is due. The scheduled validation team meeting could be scheduled during the next campus flex week. If the self-study report is not submitted by the established due date, the validation would have to wait until the next validation teams meet during the following flex week. Wayne said he did the Drama and Music validation team meetings as virtual meeting which he felt worked out well. He feels that physical meetings are of no avail. There was some disagreement in the Council. Beth asked for written ideas to be submitted to her for discussion at the next council meeting.

Adjournment

The meeting was adjourned at 4:10 p.m. The next meeting will be September 21.

Respectfully submitted,
Lynette Kral