

Academic Senate Council Minutes

Contra Costa College

Monday, April 5, 2021

* Documents related to these minutes can be accessed [HERE](#).

Online Meeting Called To Order at 2:15 p.m.

Committee members in attendance:

Academic Senate President: Katie Krolikowski

CIC/ASC Vice-President: Mark Wong

Distance Ed Representative: Maritez Apigo

CTE Representative: not in attendance

LA Representatives: Andrew Kuo

SS Representatives: Sarah Boland, Lorena Gonzalez

AACE Representatives: Brianne Ayala, Michell Naidoo

NSAS Representatives: Agustin Palacios, Leslie Alexander

Members not in attendance: Jessica Le, Erica Watson, Randy Carver

Guests in attendance: Marisol Cantu, Brandy Gibson, Mayra Padilla, Karen Ruskowski, Michele Redio

AGENDA ITEMS

Agenda of April 5 Agustin motioned to approve with the removal of the minutes and changing the title of agenda item 6a to Director of A&R and Director of Gateway Hiring Committees (removing Dean of AACE); Lorena seconded; all in favor; no abstentions.

Minutes of March 15 Not available

Public Comment Leslie reminded us of the Guided Pathway Forum on April 14 from 3-4:30.

Academic and Professional Matters

4CD Ethnic Studies Council

Discussion: Agustin read the letter from the 4CD Ethnic Studies Council introducing themselves, giving a summary of the history of Ethnic Studies, their commitment to expanding the Ethnic Studies programs, with focus on creating more ethnic study courses, equivalency, and other relevant issues including creating ADT programs at the three colleges, and inviting the college community and the Academic Senates to support that expansion. The letter also describes the required core competencies of courses eligible for inclusion in the CSU GE Area F-Ethnic Studies. (See linked document below) LMC is moving on creating an ethnic studies program and DVC has one proposed and waiting for approval. Agustin said there was discussion at the state level about the possible merge with social justice degree but they said no, that an Ethnic Studies program was needed immediately. Agustin says Dickson Lam is working on an Asian American literature course. Maritez is creating a Women of Color literature course. Karen said she would help on the CIC end and Brandy offered to help with the SLO/PLO portion, and Katie with the minimum qualifications, disciplines, and equivalency parts.

[4CD Ethnic Studies Council 2021](#)

ASCCC 2021 Spring Plenary Resolutions

Discussion: Katie sent out the updated resolutions (see document below). There is a place for public comment for the resolutions on the ASCCC website until April 12. The Saturday session is for voting for those who attends. She went over the resolutions and explained how the resolutions are addressed at the voting session. The Plenary begins on April 16-17 so Katie needs feedback before she attends and votes. Katie will assign the resolutions to the ASC members for them to review.

[Spring 2021 Resolutions Area B Meetings March 26, 27](#)

California Governor's Council Recovery with Equity Report

Discussion: Katie said this type of report (see document below). is important to discuss because these reports can become initiatives like AB705 or Guided Pathways, SSSP, etc. She highlighted what she has noticed might need more scrutiny in the report Jeffrey got from the state when he met with the ASCCC and UF. There are concerns with Recommendation #6 regarding Common Course Numbering System, Recommendation #7 regarding chat bots vs human interaction, Recommendation #4 Integrated Admissions Platform involving a cradle to career data system, and Recommendation #5 College Admission Process. Email Katie if there are some you find really important and Katie will put it on agenda.

[Recovery with-Equity 2021Feb15](#)

ASC Committees and Continuous Improvement

Distance Education Committee Update

Maritez reported that the committee will finish bylaws and then present them to the ASC. The committee is looking at a new STACK (System-wide Technology Access Collaborative) form for 2021-22 for purchasing technologies. DE is also preparing to send out a new CCC update regarding the transferring our zoom recordings, which the state is planning to delete on June 30. DE will send guidance and directions to save or transfer recordings. Funds have been approved for 50+ faculty and managers to attend online teaching conference in June. DE applied for funding of \$237,000 for OER and ZTC projects. Three tiers are being offered: 1) authoring a textbook that will be reused by faculty worldwide, 2) adapting, which is remixing and changing another OER, 3) adopting OER and get rid of hard covers.

CIC Update

Mark said there are three CIC meetings left this year. They are making progress. Still a few snags, but it is better than no curriculum system. The CIC did approve the addition to the Content Review form, but still have some Ed Code language to update. Mark continues to work revising the CIC Manual. He asked for us to prod him to finish the manual. Brandy asked about OER textbox field in eLumen. Karen is working to add it to the workflow. The CIC will review and approve the addition on Monday's agenda.

Release Time Process Proposals

Specific Release Time Process Proposal for Distance Education Team

Discussion: Katie shared the DE Release Time document (see DE Release Time MOU V1). The team includes Katie, Maritez, Lorena, Erica, Sarah, who met and prepared this proposal of the four DE positions for the ASC. It's a parallel process to the MOU we visited previously. Maritez and Lorena explained the changes made to the document and why. (see the document below) Maritez asked if the DE interview questions and rubric need to be addressed and included as another step under 4c, before 5. The council reviewed the RT Timeline (see Timeline document below). Sarah motioned to support the amended changes to the Release Time Process and the Timeline; Agustin second; all in favor; no abstentions. The proposal now goes to VPI Dr. Rodgers, as a recommendation and that the DE team is working on the interview questions and the rubric. If she disagrees with the release time changes, it has to come back to the senate.

Removal of Articulation Officer Release Time Position from page 1 of the MOU

Katie said that the UF feels that this (See release time MOU V2 below) is something they will need to revisit to possibly make this a negotiated item. This is an adjustment to the MOU that got written capturing what happened during the last cycle and when the ASC reviewed it previously, they had some corrections to percentages, and the removal of the articulation officer from the list. Mark pointed out that the CIC release time still needs to be corrected to 40%. Maritez would like to add all stakeholders as consultants or inclusion as decision makers. Lorena would like "add stakeholders as needed or appropriate". Sarah commented on the Articulation Officer position staying in Counseling who are already trained in articulation and going outside of this department is detrimental to our students. Maritez does not feel they should use this form, and the process is outdated from Spring 2020, but she does support the removal of the articulation officer for being advertised to all faculty, and not send this document forward, because stakeholders need to become included and this is not documented in this. When this Articulation Officer decision was made, there were no stakeholders, counselors, or the Student Services Dean included in the conversation. Historically, Articulation has always been a counselor position and never on this list. Lorena proposed to move forward with the recommendation from the ASC to remove the Articulation Officer from the MOU and with the DE position decision making, and meet again for the rest to include the percentages corrections and the addition of stakeholders. Leslie is now the faculty GP PPP workgroup co-chair and is leaving the position and the process that has begun should continue and revisited later for the future. Lorena motions to remove the Articulation Officer from the list; Maritez seconds; all in favor; no abstentions. Sarah motioned to revisit this process this semester and bring it back to the ASC in an approved form; Randy seconds; all in favor; no abstentions. Maritez motioned to fix the percentages as on the MOU as well as correcting the CIC RT error; Agustin seconds; all in favor; no abstentions. There was no motion to pause the GP PPP workgroup process.

[Release Time MOU V2](#)

[DE Release Time MOU V1](#)

[DE 5f4 Release Time Timeline](#)

Participatory Governance and Campus Collaboration

Director of A&R and Director of Gateway Hiring Committees

Katie asked for two ad-hoc selection committees. Director of A&R faculty hiring committee will be Lorena and Agustin. Director of Gateway hiring committee will be Randy and Maritez.

Full-time Faculty Hiring (BOX2A) Process

Discussion Katie read the criteria used to choose Box2A hiring decisions (see document below). She feels that all criteria used for the decision making were on the ASC resolution list (see document below). BIOSC, COUN, EMED, ESL, and NURS positions will be hired. Katie presented a flex workshop titled the Second Minimum Qualification, which is intendedness to diversity and needs to our type of students as you're hiring faculty, and for the department chairs to sit and share what they feel makes a qualified faculty for their department, in which Randy and Andrew attended. She asked if she should give the workshop again and strongly encourage these department chairs to attend since they will be hiring. Randy and Andrew felt that it was a very informative workshop and encouraged Katie to do it again.

Program Review Process for 2021-22 Proposed by Planning Committee and July 1 Resolutions #13-15

Discussion

Discussion: The ASC discussed whether to recommend continuing with WEPR (see document below), or to house current process in eLumen. The Planning Committee will be meeting this Friday to take the current WEPR process and put it directly into eLumen for one year. Katie asked the ASC if they are in agreement with using the same WEPR process with the same fields in eLumen this semester and take the next year to make it better and then make a new eLumen template to use for next year. There is no rush to change.

[Unit Plan Box2A Budget Request](#)

[WEPR Program Review Not Unit Plan](#)

[Academic Senate July1 2020 Resolutions FINAL](#)

IEPI2 Grant and Consultant: Interaction with Participatory Governance Committees and ASC

Discussion: ASC looked at this budget previously, specifically regarding R&P hiring a consultant to do the work but nobody applied. Apparently it was too much work for too little money, so the scope of work needs to be narrowed so the amount of money will cover it. Katie asked if there is anything that stands out that needs to be done sooner. Maritez thinks that B may be good because the Covid Relief will run out. This is a one-year grant for \$200,000. Leslie thinks A is a big issue, not following participatory governance and having no communication. Katie asked the council to look at this further and help her formulate ideas about working with the consultant.

[CCC IEPI II RFP March 4 2020 FINAL IPM Added KK](#)

HSI Grant Presentation Tabled

[HSI Project Narrative & Attachments](#)

[HSI Grant Budget](#)

ASC President's Report A Chancellors Cabinet is scheduled for tomorrow and the chancellor has invited the UF, Senate Presidents, and college VP to it. Discussion will include Fall 2021 support ideas/principles, student support, and the HERF 2 spending plan, updates on the Fall 20-21 schedule and facilities. Discussion will include on how we merge as a district post Covid. Katie's been working a lot on Enrollment Recovery RFP evaluation group. She's been working hard to champion equity mindedness for the use of this \$1 mil. She'll report back on this when its done.

ADJOURNMENT

The meeting was adjourned at 4:00 p.m. The next scheduled meeting is April 19.

Respectfully submitted,
Lynette Kral