

Academic Senate Council Minutes **DRAFT**

Contra Costa College

Monday, May 5, 2021

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

**Online Meeting Called To Order at 1:48 p.m.**

**Committee members in attendance:**

**Academic Senate President:** Katie Krolikowski

**CIC/Vice President:** Not available

**Distance Ed:** Not available

**CTE:** Jessica Le

**Representatives:**

**LA:** Not available

**SS:** Sarah Boland, Lorena Gonzalez

**AACE:** Michell Naidoo, Brianne Ayala

**NSAS:** Agustin Palacios, Leslie Alexander

**Members not in attendance:** Andrew Kuo, Mark Wong, Maritez Apigo, Randy Carver, Erika Watson (alt)

**Guests in attendance:** Jason Lau, Brandy Gibson

**AGENDA ITEMS**

**Agenda of May 5** Sarah moved to approve the agenda; Agustin seconded; all in favor; no abstentions.

**Minutes of April 19** Not available.

**Public Comment** Agustin announced the film, Harvest of Empire, based on the book by the same title by Juan Gonzales and it basically tries to answer the question why are there Latinos in the US. Time will be 630 and he will send an email out today.

Sarah announced that Dr Palacios also sent an all campus email today with a brief video on is what is or why we celebrate CINCO de Mayo. It's about six minutes long.

**Academic and Professional Matters**

**ASCCC 2021 Spring Plenary Report** Katie shared what happened at the Plenary and went over the resolutions that were voted on.

**Syllabus Guidance for CCC Faculty:** Katie said that during the accreditation visit, the team reviewed course syllabi and it was hard to find a good syllabus from the Fall semester. The ASC should probably take on providing guidance about syllabuses and so an ad hoc committee was formed to create a new syllabus guidance. Katie asked the council to review the guidelines and vote to endorse it. She would like to share the draft at the Council of Chairs after ASC, since it will be the last Council of Chairs meeting this semester.

Leslie explained that the committee met to go over the types of guidance resources they had available, and decided to go with DVC's guidance, which was in alignment with what we wanted to share with our college. The first page is a checklist to double check that you have everything required in your syllabus. Following that is detailed information about each of those components. The current document also contains links to the DVC website, which would be changed. The committee went through it and made sure it contained all of the information that CCC wanted. Brianne added two paragraphs in the beginning of the guidance that referred to equity-minded practices. Agustin suggested a "welcome statement" and it was agreed to put it between steps 10 and 11. The council discussed including links to liquid syllabi. Lorena suggested a sentence about warm and inviting included in the top paragraph. Katie asked Lorena to meet with her to work on this sentence. Katie said that the document needs a little more work, but thinks it's really close and it'll be brought back for voting next meeting.

**4CD Ethnic Studies Council:** Agustin would like a formal endorsement by the ASC of the February 22, 2021 districtwide statement that the CCC Ethnic Studies department wrote on behalf of the 4CD Ethnic Studies Council to demonstrate the value that our Academic Senates has for the ethnic studies discipline and department; and, to support the ethnic studies faculty to lead that charge at our colleges. Agustin made the motion to approve the letter of endorsement, "The CCC Academic Senate Council hereby endorses the letter presented by the 4CD Ethnic Studies Council and is in alignment with, and supports, the 4CD Ethnic Studies Council Statement. The ASC values the expertise of the members of the Council."; Sarah seconds; all in favor; no abstentions. Brianne asked that instead of email, that a letter be sent to faculty, along with the statement, informing them of the senate endorsement. Agustin agreed to send out the letter. Katie will mention it in her President's Blog.

**Resolution for Summer Decision-Making on behalf of the Academic Senate** Katie said that important things happen over the summer that affect academic and professional matters, and statewide ASC presidents are asked by the administration to make decisions on issues such as constituting hiring committees, signing off on budget issues, etc. without being able to discuss it as a senate, since faculty are gone for the summer. Katie feels it would be good for our campus to have a statement that says that it is important to include faculty in all 10+1 decisions, even when it's during the summer, and how the senate president should handle such decision requests when they come up during summer. She started writing a resolution that would make it clear to administration the need to include faculty in decisions. Depending on the importance of the decision, the senate president needs to include the whole ASC, or just consult with the senate VP, using best judgement. She hopes that some version of it can be passed at the next ASC meeting to try to provide some guidance as to what to do when these issues arise during this summer break. The resolution begins with something similar to "Whereas the Academic Senate should always be involved in decisions related to 10+1, and there is a need to make time sensitive decisions, sometimes during that summer period, and we have a President and Vice President, who at least have been elected by everybody, the administration should always consult with the AS President about academic and professional matters even during the summer." For time sensitive decisions issues, she didn't know quite how to write it but continued with, "Of low to moderate impact issues, the AS President can just talk to the Vice President of the Academic Senate and make a decision, and then report on it when faculty come back in the fall. However, if it seems to have a moderate to high impact, then there should be a survey of the Academic Senate Council as whether to schedule a meeting." Katie thinks it would be helpful to have a resolution, and if the senate agrees, to vote on it at the next meeting. Brianne suggested giving examples of low to high impact issues because faculty's perspectives could be completely different. Katie asked if anybody would like to help her work on examples of low to moderate high impact for the resolution to please contact her.

#### **ASC Committees and Continuous Improvement**

**Distance Education Committee Update** This update was tabled because Maritez was not available.

**CIC Update** Leslie reported in Mark's absence that CIC will be meeting on Monday, and that will be it for this semester. They are going to get through as many of the proposals as possible but anything that they don't get it to will be tabled until next semester. A work group is meeting tomorrow to correct the current content review form that contains out of date language in terms of Title V. At Monday's meeting we will be voting to include an OCR field that includes a space for faculty to include all their resources they use.

#### **Participatory Governance and Campus Collaboration (25 min)**

**College Council Action Items:** The Senate Council reviewed the College Council minutes of recent actions and discussed upcoming action items to see how the ASC can weigh in on decisions to be made by the College Council. It was agreed that there needs to be more transparency. The issues to be discussed or voted on at the College Council do not get always have time to be discussed at the ASC so the faculty vote is based on the five faculty representatives' decision at the time of the meeting.

**ILO/PLO/SLO:** Brandy spoke on ILO (Institutional Learning Outcomes) for CCC and outcomes versus objectives for a course. She said that ILOs will be uploaded to eLumen this summer and start building measurements around key performance indicators. There will be multiple trainings during summer break and Flex Week on how to enter assessment data, mapping SLO (Students Learning Outcomes) to PLO (Program Learning Outcomes) to ILO (Institutional Learning Outcomes), and the difference between course objectives and learning outcomes. Bulk data can be entered, where you say, "I've got 24 students and 17 of them can do SLO 1." Or, data can be put it in at the individual student level so student 1 Yes, student 2 No student 3 Yes. The importance of doing it at the individualized student level is that it really is going to give a clear view of what's happening with equity. We need to make sure that all of our students succeed. If they're all lumped together it's hard to identify which skills they're struggling with in the course. She would like the ASC to put together some guidance recommendations for faculty around how they collect SLO and AUO data. With Guided Pathways, faculty are going to need to make sure that the outcomes are consistent. In mapping SLO to PLO to ILO, Brandy has found some of the required courses do not map to the PLO so it has to be determined why those courses even exist in a program if they don't map to any of the program outcomes. How should these issues be addressed? Should the PLO be adjusted? It's the same issue with mapping PLO to ILO because there are many programs where none of the PLO map to our three ILO. Should the ILO be adjusted? Brandy asked the question is new ILO are needed, or is it okay that some of the PLO don't map to ILO. These are some of the discussions that the SLO Committee is going to be having. Katie stated she found it hard to map the required MATH SLO to her BIOTECH PLO because of the language so she wondered if part of the issue is that sometimes there's not enough

communication across disciplines. Brandy has spoken with instructors who say that many students coming into their class don't have the entrance skills. Brandy sees that even though the student has taken the correct prerequisite course, none of the SLO include the skills that you'd expect the students to have coming out of that class. Brandy thinks that if there was more discussion about how SLO impact people, not just in our discipline but across the disciplines, a lot of good work, as far as student success goes, can be done.

**President's Report** No report.

**ADJOURNMENT** – Meeting adjourned early at 3:00 p.m. to attend Council of Chairs meeting. Next scheduled meeting is May 17

Respectfully submitted by,  
Lynette Kral  
Academic Senate Office