

**Academic Senate Council Minutes
Monday, September 19, 2022
Contra Costa College**

The online meeting was called to order at 2:15 p.m. with introduction of guests

Academic Senate President: Gabriela Segade
CIC/Vice President: Anthony Gordon
Distance Ed: Randy Carver
Voting Representatives:
LA: Erica Watson
SS: Lorena Gonzalez
AACE: Michell Naidoo
NSAS: Deborah Dixon
Adjunct Faculty: Ivy Johnson
CTE: Romus Reece
Voting members not in attendance: Ivy Johnson

Non-Voting Representatives:
Council Assistant: Lynette Kral
Classified Senate: Carla Matute, Karen Ruskowski
ASU: *Vacant*
Non-Voting members not in attendance: Karen Ruskowski

Liaisons (Informational)
ASCCC CCMS Liaison: *Lucy Giusto
ASCCC OER Liaison: *Maritez Apigo
ASCCC Relations with Local Senates: Katie Krolikowski
*Not in attendance

Guests: Brandon Marshall, Jessica Lopez, Katie Krolikowski, and Andrew Kuo were in attendance.

AGENDA ITEMS

Approval of Agenda of September 19, 2022: Randy motioned; Michell seconded; favored by all in attendance to approve the agenda with the amendment of the addition of Box 2A as item 6 and postponement of the discussion of ideas for AS training which was motioned by Lorena; seconded by Erica; favored by all in attendance.

Approval of Minutes from August 29, 2022: Deborah motioned to approve the minutes; Romus seconded; favored by all in attendance.

Public Comment: Katie talked about transparency in our college processes. Since Box2A is on the agenda, she used Box2A as an example. Box 2A is for new faculty hiring and this committee involves the UF vice president, ASC president, and college president. A lot of information is used to make those decisions. She is not quite sure what rubric is being used to make the decisions with, in hopes that the AS will weigh in on the faculty wishes. She hopes today will discussing this, that the ASC will give Gabriela good feedback to take with her to the next Box 2A meeting. She hopes that in the next couple years that ASC continues to push for better transparency, how decisions are being made and get the faculty voice out there. Gabriela announced that Jason Berner joined the Box 2A committee this year. Andrew said he heard that ACCJC accreditation people are drafting their next criteria but has left out the library out of the Standards this year. He would like support from the ASC to make sure Library is included and would like this to be on the next agenda for discussion.

Review of 2021-22 goals and listening sessions input; goal setting for 2022-23 academic year

Gabriela shared discussion from the 8/31 listening session which included reassigned times for chairs, other reassigned time positions, and workload not related to student instruction. The following are suggested goals during this session and today's meeting.

- Need for more professional development
- Degree and certificate requirements
- Grading policies (Plus and minus grading)
- Program Review
 - (Anthony said eLumen PR is exactly the same as WEPR as much as possible, all data is there, just a few bugs.)
- Hiring and retaining people
- More diversity in our hiring
- More community outreach so we bring more students to CCC

- CCC webpage needs work to make user friendly
- Online teaching is much more labor intensive
- Chairing responsibilities seem to grow but does load is inadequate
- Academic Standards
- Testing center on campus to stop cheating
- Tired of constant change of admins and platforms for teaching
- Equivalencies with issues with degree titles not matching state titles
- Need more communication between counseling and faculty.
 - Faculty should get flex credit for meeting to do Ed Plans. Carla asked for faculty to tell students in their classrooms that counseling is available. Deborah suggested that students contact counseling early before registration starts. Lorena wants to agenda time to speak about counseling scheduling. Gab and Lorena will meet to discuss this. Jessica feels that one of the largest problems is the onboarding process not being done properly. Gabriela agrees that one new goal will definitely to be to work with counseling this year
- COVID processing takes too long
 - Gabriela said this is not a senate purview
- Safe Zone
- Exploring PR process
- Communication between departments
- A&R not being fully staffed at crucial times
- Need to listen and support students more
- Phantom students are not real students and causes low enrollment.
 - Gabriela will take this issue to district/state level
- Admin assistants needed for chairs
- Need chair training in PD
- Need PR in Nexus

Gabriela asked to either assign a workgroup to work on 2022-23 goals and compare them with the 2021-22 goals and see what we haven't finished, go through this list, and then choose new goals; or, to do it during the ASC meetings. The ASC would like to spend the time to address the goals during the ASC meetings. It was also decided to place the counseling issue/goal on the next agenda and to dedicate 40 minutes for counseling discussion, 40 minutes for goal setting, and 20 minutes for Professional Development. Deborah motioned; Lorena seconded; all in favor.

Review of Senate purview and sub-committees

Gabriela shared the committee and subcommittee flowchart that are in the purview of the senate which includes Curriculum and Instruction, Equivalency workgroup, Faculty Development, Student Learning Outcomes, Distance Ed, and OER/ZTC. Gabriela asked if we should reshape SLO and Faculty Development. The Pedagogical Conference, falls under the senate purview, but is addressed by the PD. Since we do not have the bandwidth for a faculty development committee, the ASC could work with the PD to set the perimeters for the Pedagogical Conference. Gabriela asked how the senate would like to handle this and for ideas for the start of planning in the fall. Faculty have related to her that the quality of the conference is hit and miss regarding workshops and presentations. Gabriela thought it may be reasonable to have a Peer Review Committee to make sure the workshops and presentations have been reviewed somewhat like an evaluation is done. This could be done by divisions to read the proposals, approve it, or give feedback back on how it could be approved. Just a reminder that people get paid to do presentations/workshops at this conference, so would be logical that the peer review committee members would also. Gabriela said that the composition of the PD is faculty, classified, and management, and she really doesn't feel comfortable with management dictating what should professional development should be in our fields. Lorena said that the intention of the Pedagogical Conference has always been focused on pedagogy instructional practices within the classroom that transcends different disciplines. She agrees that many of the presentations/workshops have not been pedagogy focused, and have not been presented by practicing instructors.

Box 2A Gabriela shared memo she wrote to the Box 2A committee that included Jason, Kimberly, and Jeffery that

explained to them what she heard during the Box 2A meeting which was that the Budget Request would include these four prompts:

1. Describe some of your program's/department's accomplishments over the past year, including relevant metrics to illustrate your description.
2. Describe some of the challenges your program/department has faced over the past year in trying to improve specific metrics, including those metrics to illustrate your description.
3. Indicate whether your unit is making budget-related requests (we could have the separate categories of faculty, classified, equipment, budget augmentation here).
4. Discuss the impact the requested resources would have on your department/program's growth, success rate, and equity.

She also asked them if it was possible to have the District provide the information regarding metrics, so the departments can focus on all the metrics instead of just a few that are on their minds so they are reminded of a few that do need more work. Being made aware of their performance would help apply for Box 2A. She requested that the four above be used as the new prompts on the new Budget Request form. Gabriela went over the budget request form that the departments received today, that had no reference to metrics. She asked for feedback. Randy said many departments still have retirees that have been filled. He feels what they received can be used for now but agrees that it would be much better to give the departments all the questions and information they need to write a strong proposal and so, supports the proposal to make the changes. Anthony said all the data he thinks he needs in in the program review shell in eLumen. All agreed that the Budget Request without the metrics works for now.

Ideas for Academic Senate training during ASC meetings/flex workshops This agenda item was postponed.

Delegates to College Council and division delegates engagement guidelines This agenda item was tabled.

Committee Reports

Distance Education Randy reported on the DE Consortium report. DE is focusing on updating the district DE strategic plan and flushing out ideas to finish up in spring. Regular and substance interactions came through but need to ask department chairs if they can create their own department-level RSI. He has a guidance. POOCR update is that now CCC can review courses in house for badging. Sept 30 will be a Department Workshop Day and more are scheduled in October and November.

CIC Update Anthony reported that the Nexus training is Nov 18 10am-noon. All are welcome. It will be on course creation and revision in eLumen, and Title 5. Many content reviews need to be done. Minor changes go on consent agenda so faculty do not have to attend the CIC meetings for those. CIC is moving along well. New courses, reactivations, changes to programs, huge changes, or changes that happen at state levels will need to be represented. He suggested that if faculty want to make any changes, they should do it now before it gets busy again.

OER/ZTC Brandon gave an update concerning an upcoming grant. The link to it is [here](#). In 2021 the state allocated funding for a ZTC program that will lead to degrees or certificates with completely cost-free textbooks. Phase 1 will provide \$20,000 to all of the campuses to plan a degree path program. Phase 2 will provide up to \$200,000 for each degree developed and implemented. He's looking to get CCC to apply for the grant to work on a GE/AA/AS degree path. The committee encourages feedback. Brandon asked for faculty to fill seats in the OER/ZTC. Two faculty are needed per division. Currently they need 2 from SS and 1 from each of the other divisions. He announced that the next meeting will be Tuesday, October 4 from 2-4 and every first Tuesday.

ADJOURNMENT: The meeting adjourned at 4:00 p.m. The next scheduled meeting is October 3, 2022 at 2:15-4:00pm