

Academic Senate Council Minutes
Monday, February 6, 2023
Contra Costa College

The online meeting was called to order at 2:15 p.m. with introduction of guests. Meeting ID: 711 104 6353

Academic Senate President: Gabriela Segade
CIC/Vice President: Anthony Gordon
Distance Ed: Maritez Apigo
Voting Representatives:
LA: Erica Watson, Randy Carver
SS: Lorena Gonzalez, Camille Santana
AACE: Michell Naidoo, Elisabeth Schwarz
NSAS: Deborah Dixon
Adjunct Faculty: *Vacant*
CTE: Romus Reece
Voting members not in attendance: Lorena Gonzalez

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

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

Guests: Jeremy Throne (adjunct) was in attendance

AGENDA ITEMS

Approval of today's Agenda: Camille motioned to approve the agenda; Erica seconded; favored by all in attendance.

Approval of minutes of 12/05/22 Michell motioned to approve the minutes; Deborah seconded; favored by all in attendance.

Public Comments There were no public comments.

End of Public Meeting (Brown Act) exception – return to meeting in person The end of remote meetings is coming to an end on March 1. Must have quorum at the area that the meeting takes place. [Brown Act changes](#) Voting members must attend meetings. Non-voting and guests may zoom in.

Pedagogy Conference – Discussion and action – Keynote, presenters, peer feedback, encouraging participation Gabriela reviewed the decisions made so far and shared the rubric with the council. It was suggested an addition to the second criterion (Please refer to title of conference) and to the 3rd criterion to add “equitable” practices. Camille motioned to approve the rubric; Randy seconded; all in favor; no abstentions.

Revisiting and Prioritizing ASC Goals Gabriela reviewed the goals with the Council. 40% reassigned time for SLO Coordinator available. May need to ask the college to hire an assessment specialist. Below are the [goals](#) (or suggestions) the Council felt should be prioritized.

1. Finding new ways to encourage more faculty to participate on hiring committees.
 - Survey faculty why they don't participate on hiring committees.
 - Create a list of faculty participation on hiring committees this last year.
 - Change the hiring process to make it more desirable to participate.
 - Create an equity process of determining time outside of work time to sit on committees. What is the structure when we fill these committees?
2. Transparency should be further up on list.
3. Training for new dept. chairs.
4. Encourage faculty to be more engaged with the ASC by making invitations to meetings more explicit.

Non-instructional tasks and their impact on faculty's ability to work on student success

1. There are too many committees resulting in not enough time for extra meetings with students or research.
2. The online schedule is confusing.
3. The website is still not fixed and needs improvement. The focus should start with student registration which takes up faculty time to help.
4. Gabriela will create a three-question survey asking faculty what percent of time, and what types, do they spend on extra non-instructional work that takes time away from students.

Committee Reports:

CTE No report.
Curriculum Chair Anthony reported that the Tech Review during Flex week went well. The CIC met on first day of school. Even though there is not a SLO Coordinator at this time, Karen said it won't affect CIC this semester. Anthony will be stepping down but will remain on committee. Leslie will be the next VP/CIC beginning July 1.

Distance Education Coordinator Maritez reported that DE is working on the DE Strategic Plan. She shared the DE Professional Development workshops for February.

OER and ZTC Coordinator Maritez reported on the \$20,000 that will be used for the ZTC Degree Grant Program planning budget, which includes a OER/ZTC training course for faculty. CCC now has the LTC designation., with 37 classes designated as LTC (Texts cost less than \$30). This semester, CCC has 190 ZTC sections saving our students around \$6mil. The district was awarded a \$1mil congressional grant that will be divided by ASC three colleges, with the Academic Senates deciding where that money will be used.

ADJOURNMENT The meeting adjourned at 4 pm. The next meeting is scheduled for March 6 in GE305.