

**Academic Senate Council Minutes**  
**Monday, April 17, 2023**  
**Contra Costa College**

The hybrid meeting (Zoom meeting ID: 711 104 6353) was called to order in SAB211 at 2:15 pm with introduction of guests.

**Academic Senate President:** Gabriela Segade  
**CIC/Vice President:** Anthony Gordon  
**Distance Ed:** Maritez Apigo  
**OER/ZTC:** Maritez Apigo  
**LA:** Erica Watson, Randy Carver  
**SS:** Lorena Gonzalez, Camille Santana  
**AACE:** Michell Naidoo, Elisabeth Schwarz  
**NSAS:** Deborah Dixon, Chao Liu  
**Adjunct Faculty:** *Vacant*  
**CTE:** Romus Reece

**Non-Voting members:**  
**Council Assistant:** Lynette Kral  
**Classified Senate:** Carla Matute, Karen Ruskowski  
**ASU:** *Vacant*

**Voting members not in attendance:** Elisabeth Schwarz

**Voting members attending from remote location:** Randy Carver, Chao Liu, Romus Reece (Voting members are allowed to have "just cause" to join and vote remotely twice a semester.)

**Quorum of six reached:** 1) Michell 2) Anthony 3) Erica 4) Lorena 5) Maritez 6) Deborah

**Non-Voting members attending from remote location:** Karen Ruskowski, Lynette Kral

**Non-Voting reps not in attendance:** Carla Matute (stepping down)

**Guests:** Kenyetta Tribble, Mayra Padilla

#### **AGENDA ITEMS**

**Approval of Agenda:** Camille motioned to approve the agenda with the addition of an update from the District EEO; Lorena seconded; favored by all in attendance.

**Approval of Minutes** Camille motioned to approve the March 20, 2023 minutes; Michell seconded; Lorena, Anthony, and Chao abstain.

**Public Comments** There were no public comments.

#### **Guided Pathways**

- **Discussion on Possible Repercussions of Listing Specific Courses as an Example of a Sequence that Satisfies a Pathway** Gabriela said that the latest version has courses attached for each requirement of the pathway. Her concern is that since the courses are listed alphabetically, it appears that many of the students who apply online for the pathways have possibly chosen courses early on instead of not considering the other courses further on down the list that also satisfy the requirement which could have repercussions on those other departments that offer courses that can satisfy those requirements, by feeding students into those earlier listed courses. Some students do not know what pathway they want to pursue in life so they may choose one of the first listed. She would like to see this issue resolved with more discussion on a future agenda.
- **2022-2026 GP Work Plan/Plan Update** Kenyetta reviewed the [GP work plan](#) and update with the Council. She asked the ASC to contact the writing team leads with comments or to make comments on Google Docs before the deadline of June 1, 2023.

#### **Accreditation**

- **Annual Report Review** Mayra reviewed the Annual Report with the Council. Accreditation is done every seven years and reports on how we're doing on the institutional standards that were set back in 2018 are due annually. This is one of those reports. Since Covid, we've continued to lose student headcount which is how we get paid. Every 15 units counts as an FTES and CCC gets paid \$4,565/FTES. CCC's budget was set on a target of 5,381 but our headcount is only 3,926 which is almost 1500 lower than the 5,381 that was targeted. Mayra said that the district gives CCC approximately \$6,642,075 every year that we have not had in enrollment. There was discussion

on grading and assessment. The State Chancellor's Office is no longer giving credit for small stackable certificates unless they are 16 units or more. Degree completion has been consistent. Transfers have been the most impacted since 2020.

#### **President's Report**

- **Proposed ASCCC Resolution: Clarify Disciplines List Flexibility** Gabriela said it was read and was passed and will be voted on at Plenary to reflect changes that haven't be updated in the list.
- **May social event**
  - Date & Time - Friday, May 12 11-2pm. We had 33 show up last social and will invite adjunct faculty.
  - Budget Approximately \$500
  - Food - Culinary Arts or in front of Fireside
  - Beverages – Champagne will be served
  - Awards – Not as many as last social
  - Professional Development – Need brainstorming on activities
  - Advertisement - Gabriela will send save the day announcement and adjunct faculty will be welcome.

#### **ASC Committee Reports**

- **Curriculum and Instruction (CIC)** Anthony spoke about the year-long schedule ramifications regarding CIC. Emergencies will need to be forwarded on the agenda. Anthony will be stepping down as CIC Chair but will stay on Tech Review and the CIC. He will also do trainings.
- **DE report – Strategic Plan - April Workshops** Maritez thanked Gabriela for sending out the release time positions. DE and OER/ZTC each have 3 positions open (DE Coordinator, Instructional Designers, OER Librarian, POCR Lead, ZTC Coordinator, and OER Coordinator). Maritez will be gone on a year-sabbatical next year 2023-24. The DE is seeking ASC endorsement on the final draft of DE Strategic Plan 2023-28. This will be returned to agenda on May 1. She shared the April PD workshops.
- **OER & ZTC Report** Maritez said that with the \$200K grant and the \$1M statewide funds, they are starting new ZTC certificate and degree pathway programs in Fall. Stipends will be available for the 4-week training course and then another stipend when you make your courses ZTC. There's also a new OER/ZTC/LTC website faculty facing on the Library site.
- **CTE Report** Romus reported that the last of Workforce Wednesdays are coming up. He encouraged consideration of student hiring for departments.

**ADJOURNMENT** The meeting adjourned at 4 pm. The next meeting is scheduled for May 1 in SAB211.