

**Academic Senate Council Minutes
Monday, September 18, 2023
Contra Costa College**

The Hybrid Meeting was Called to Order in SAB211 at 2:15 p.m. with Introduction of Guests. Zoom Meeting ID: 711 104 6353

Academic Senate President: Gabriela Segade
Voting Representatives
CIC Chair/AS Vice President: Leslie Alexander
LA: Erica Watson, Joseph (Randy) Carver
SS: Lorena Gonzalez, Camille Santana
AACE: Michell Naidoo, Elisabeth Schwarz
NSAS: Deborah Dixon, Chao Liu
CTE: Michele Redlo
Distance Education: Randy Carver
Adjunct Faculty: Vacant

Non-Voting Representatives:
Senate Assistant: Sabrina Chan, Academic Senate Assistant
Classified Representatives: Karen Ruskowski, Vacant

Voting members in attendance: Leslie Alexander, Chao Liu, Camille Santana, Erica Watson, Elisabeth Schwarz, Michell Naidoo, Michele Redlo

Voting members absent: Randy Carver, Lorena Gonzalez

Non-Voting members attending from remote location: Karen Ruskowski

Guests: Christopher Price, Myra Padilla

AGENDA ITEMS

Approval of Agenda: Amendment to the agenda to postpone approving minutes to the next meeting. **Moved to approve agenda as amended:** Michele Redlo. **Seconded:** Erica Watson. **In Favor:** all in attendance.

Approval of minutes was postponed because the Senate Council doesn't currently have an administrative assistant.

Public Comments There were no public comments.

Stipend for adjunct faculty who sit on Academic Senate Council: The Council discussed paying at the Other Academic Services rate, which averages \$60/hr. Whoever is selected to represent adjunct faculty will fill out timecards for accountability. **Moved:** Michelle Naidoo. **Seconded:** Michele Redlo. **In favor:** all present.

Report from Professional Development: The PD Committee discussed having recipients of mini grants share what they learn at grant funded activities with the rest of the college. Gabriela can place on the agenda for the Professional Development Committee to figure out guidelines for approving proposals. The vetting process for approval of mini-grants and for sharing can be brought back to future agenda. At the Professional Development Committee, someone brought up the idea of a newsletter to share what grantees learned. Another option was a short PowerPoint presentation. Camille proposed a regularly scheduled meeting for faculty to come share what is learned at a conference or faculty doing research.

Using Academic Senate funds to compensate faculty who take on Senate sponsored projects: When there are special projects to complete, the Council can assemble a taskforce to complete said project. Camille suggested bringing back the AS goals to review and prioritize projects. Gabriela will put AS Objectives on the agenda as soon as there is an open slot.

Faculty Professional Development: Gabriela reported that she is compiling the Nexus curriculum by reaching out to presenters and faculty to collect information. She proposed sending out a survey to faculty to see what training is needed. Once collected, Professional Development can provide funds to address general PD needs, not just to give mini grants. There would be a call for proposals announcing that we need professional development on a specific subject, and asking people who want to conduct training to send proposal.

Proposed creation of a testing/proctoring center: Council discussed having statewide testing centers for all California community colleges. Gabriela suggested reaching out to see if other schools have brought this up. Perhaps the ASCCC can support the establishment of a center. Gabriela will report back what she finds out.

New division/administrative structure: Erica volunteered to make a comment card to get feedback. Camille suggested reaching out to Deans to discuss how to support guided pathways moving forward. The Council talked about divisions' meetings and how important it is for communication across the campus and to better serve our student and faculty. Council decided to bring back as an action item to propose at least one division meeting per semester.

Centralizing all College information: The Council discussed using Board Docs to centralize information. Someone suggested committee meetings, especially Brown Act committees, should move meeting documents to Board Docs. Gabriela will request credentials for posting materials on the platform.

Faculty collegiality day: December 1st. The Council discussed having a meeting like the state plenaries where all faculty vote on resolutions. The idea is for all faculty to go, have fun, eat brunch, do some team building activities, and do a mock voting process where faculty can be more aware of the resolution process and get better prepared for advocacy. The Council discussed a taskforce of 3 or 4 to plan, work with culinary and union, and think of what resolutions to bring for a mock election. **Moved to approve:** Erica Watson. **Seconded:** Camille Santana. **In favor:** all in attendance.

Stephanie Figueroa, Classified Senate President's report: Stephanie will be Classified Representative for ASC. She explained that classified does a lot of what you see outside of the classroom. Some classified professionals do teach classes. Stephanie extended an invitation to attend the Classified Senate meetings every 3rd Monday of the month at SAB211, 11-12. Zoom is available.

ASC Committee Reports

- **Curriculum and Instruction (CIC)** Leslie reported on upcoming changes to work experience educational courses. Changes that need to happen this semester for next semester. CIC needs more members from NSAS (2 needed) and Student Services (1 needed).
- **Planning:** Chao informed the Council about new ACCJC standards. Work on the Facilities Master Plan is going on and all departments/divisions/faculty should give feedback. Program review is behind. Reports submitted for years 2021-2022 should be finished this year. Many self-studies for 2022-2023 have not been finished.
- **DE report:** no report
- **OER & ZTC Report:** no report
- **CTE Representative:** Michele Redlo emphasized the need for classrooms to bring students back to campus.

ADJOURNMENT Gabriela suggested a motion to give Myra a couple of minutes to report since she arrived after the public comment period. Myra had no public comment. The meeting adjourned at 4:01 pm. The next meeting is scheduled for October 2, 2023 in SAB211