

**Academic Senate Council Meeting  
Contra Costa College**

**Minutes**

**Monday, November 6, 2023– 2:15-4:00 pm – SAB 211**

**Zoom: <https://4cd.zoom.us/j/7111046353>**

**Members:**     **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:** *Vacant*

**Classified Representatives:** Karen Ruskowski, Stephanie Figueroa

**Minutes**

Item	Time	Item Description
1	2:15	<b>Roll call of members attending in person, approval of members in remote attendance</b> (5 min.) Present in the room: Michele R., Camille, Lorena, Leslie, Deborah, Elisabeth, Chao, Erica - Remotely: Michell Naidoo - Guests: Jennifer Ounjian
2	2:20	<b>Approval of Agenda</b> (5 min.) – Moved: Lorena. Second: Erica. In favor: All.
3	2:25	<b>Public Comments</b> (5 min.) No Comments from the public.
4	2:30	<b>Approval of minutes from 10/02/2023 AS Council meeting</b> (5 min.) – The minutes are not completed due to the lack of an administrative assistant – Item postponed.
5	2:35	President Kimberly Rogers is considering feedback to the new organizational structure / Single vice-president (10 min.) – Dr. Rogers could not attend. She sent the organizational chart for everyone to view and discuss. The Council discussed the merits and demerits of the changes. Culinary reiterated their belief that the Department belongs in CTE, not with Fine Arts. Gabriela informed Chef Elisabeth that Dr. Rogers agreed to move Culinary from Fine Arts to the CTE Division. Several Council members were concerned about the fact that Student Services and Learning and Business and Administrative Services will be permanent vice-presidential positions but Instruction which should be the core of an educational institution and that has practically every class and instructor underneath was only a senior dean position. Gabriela will poll faculty one more time and forward the feedback to Dr. Kimberly Rogers.
6	2:40	<b>Selection of Faculty members to be AS Council Adjunct representative</b> – (10 min.). The Council reviewed the four applicants' statements. Two applicants, Iroda Lapasova and Sepehr Nesaei, were equally well qualified, so the Council decided to appoint both. Both adjunct representatives will be compensated for their attendance, but, as per Academic Senate by-laws, they will have only one vote.

7	2:45	<b>Results of survey on faculty perceptions of being respected and valued</b> – Analysis of qualitative comments – information only (10 min.). The Council read the responses faculty gave to the survey.
8	2:55	<b>Faculty collegiality day – update</b> – discussion and possible action (10 min.) The Council prioritized the to-do list and distributed some tasks. The announcements to invite people to attend need to go out soon so we get more guests. Invitations – will be sent to all faculty to invite colleagues they appreciate. Gabriela will work on invite RSVP list – Erica will compile results. The cut date for RSVPs will be November 27 <sup>th</sup> . Brunch menu – Gabriela will work on this with Elisabeth and Nader Team-building activity - Michell N., Camille, and Lorena will work on this. Party favors – Gabriela and whoever is available to pack bags. Collegiality awards (to be given to faculty who are engaged in committees and campus events?) – Gabriela and helper at the event. Champagne for mimosas – Katie buys champagne and Gabriela brings orange juice.
9	3:05	<b>Review of Academic Senate goals for the year</b> – discussion and possible action – 15 min. The Council read the goals set during the fall 2023 for the current academic year. We have made progress in most areas. Some areas are completed or no longer relevant. We did not request success rates from F2F, hybrid, and online asynchronous; Gabriela will follow up with this. Lorena offered to review all the statements and plan we have related to HSI.
10	3:15	<b>Update on Nexus Curriculum</b> – Information only – (5 min.). Gabriela reported that some of the Nexus workshops are not being offered because the faculty or administrators who conducted them have stopped doing so. She will continue to gather the information and bring the complete curriculum to the Academic Senate for revision and approval.
11	3:20	<b>Distance Education Committee Composition</b> – Randy Carver – (10 min.) Randy reported that the Distance Education Committee has had difficulty meeting quorum due to vacant seats, so they are planning to work with a slightly modified committee. The Academic Senate by-laws allow a committee to meet quorum with a majority of the filled seats, so the DE committee can continue functioning.
12	3:30	<b>Request to have at least 1-2 division meetings per semester to disseminate information</b> – (10 min.). Maybe one meeting per semester can suffice. The Council will wait until deans report how many they plan to have, but they emphasized that we should mix formats (online and in person) to be flexible.
13	--	<b>Process for faculty to request classes be included as electives in Associate degree and Associate degree for transfer programs</b> – Update – (5 min.) – Tabled until we have more information.
14	3:40	<b>Standing Committees Reports</b> <b>CIC – DE:</b> Committee is trying to emphasize consistency in language on the schedule that makes it clear what online, hybrid, and face-to-face mean. They want faculty to be consistent on the language used. There is a BEOI coming up for winter. <b>OER/ZTC – CTE – Planning:</b> Chao reported that they are planning to do training. It is a collaboration among Lexlie, Michael, and Chao – <b>SLO – Faculty Development</b>
15		<b>Adjournment</b> – Meeting adjourned at 3:45