

**Academic Senate Council Meeting
Contra Costa College**

Monday, November 20, 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: Joseph (Randy) Carver, Erica Watson

SS: Lorena Gonzalez, Camille Santana

AACE: Michell Naidoo, Elisabeth Schwarz

NSAS: Deborah Dixon, Chao Liu

CTE: Michele Redlo

Distance Education: Randy Carver

Adjunct Faculty: Iroda Lapasova, Sepehr (Peter) Nesaei

Non-Voting Representatives:

Senate Assistant: *Vacant*

Classified Representatives: Karen Ruskowski, Stephanie Figueroa

Minutes

Item	Time	Item Description
1	2:15	Roll call: members attending in person, approval of members in remote attendance – 5 min. Present: Leslie, Erica, Randy, Camille, Michell Naidoo, Elisabeth, Chao, Iroda, Karen, Deborah. Attending remotely (just cause): Lorena, Michele Redlo. Guests: Sarah Boland, Kimberly Rogers, Andrea Philips, Katie Krolikowski, Manu Ampim, Marina Melara
2	2:20	Introduction of new members – Introduction of Peter Nesaei, Adjunct faculty representative. All continuing members present introduced themselves.
3	2:25	Approval of Agenda – Moved: Chao. Seconded: Michell Naidoo. In favor: all present.
4	2:30	Public Comment – No comments from members of the public
5	2:35	Approval of minutes – 10/02/23, 11/06/23, 11/20/23 – The Council does not have an administrative assistant yet.
6	2:45	Organizational structure/single vice-president - Dr. Kimberly Rogers mentioned that we have many administrators in acting and interim positions. She stated that in the past, CCC had a two-vice president plus senior dean model. Gabriela mentioned that CCC has also had a single VP. Dr. Rogers is proposing having a Vice President of Student Learning and Success in addition to the VP of Business and Administrative Services. The Senior Dean of Instruction would report to the VP of Student Learning and Success. Eventually there would also be a Senior Dean of Student Services. She announced that George Mills would be offered the position of Dean of Students.
7	2:55	Final Report on Faculty morale survey – Qualitative comments – Information only – Gabriela asked to postpone until analysis is finished.
8	3:05	Faculty Collegiality Day – Discussion and possible action – Erica reported that she’s received 8 RSVPs. Flier sent out didn’t specify that it was only for faculty. Gabriela will work with Michele R. to send another announcement that makes it clear it’s for faculty. Gabriela reported that she sent the information to Nader Sharkes. She emphasized the importance of inviting faculty individually. Lorena, Camille, and Michell Naidoo will work together on a community-building activity. Gabriela will send the RSVP count for them to

		prepare. The day of the event, we need to take attendance so we can pay Culinary Arts for the event.
9	3:15	HSI designation on website and other documents – Lorena Gonzalez reported that she inventoried the spaces where we should include the HSI designation. She looked at the website and the college catalog. There is only very few places where it's made explicit—under Office of the President in the second-to-last paragraph it says “As a proud Hispanic Serving Institution...” She didn't find it under accreditation, mission, values any of the college committees, the college plans, educational and facilities master plans, nor in the Dean of Institutional Effectiveness message. Our institution does not have equitable representation of HSI among faculty or administration. She wants to recommend the creation of an HSI advisory commission at CCC. Gabriela proposed having this item on the agenda as an action item for our next meeting.
10	3:25	By-laws on Distance Education Committee Composition – Gabriela shared the by-laws and pointed out that they call for three representatives and two alternates from each division. However, the section on quorum states, “The quorum for each standing committee shall consist of a majority of the committee membership, not including vacant positions.” If seats are vacant, they are not considered an absence. Randy said he would like to know what Brown Act says on the matter. Randy and Gabriela said they will try to find out if Brown Act speaks to this.
11	3:30	Division meetings – Update – Gabriela reported that she got in touch with the deans to see if they were planning to hold monthly division meetings. Elvia Ornelas replied that they had the topic on the agenda for the deans' meeting, and she would let me know what they decided. Gabriela reported that there were two different faculty stances about meetings in person. Some faculty expressed that with many people working from home, it was difficult to feel a sense of community. Other faculty resented being required to attend in person when the task could be completed online. For people with mental health issues or mobility issues, it is nice to be able to work from home when they don't feel well enough to join in person. Members of the Council discussed whether they preferred in person attendance for everything or having some flexibility to allow people to participate and committee meetings to reach quorum. Some issues mentioned were the difficulty of creating community; the many people who teach courses where online is not an effective modality; the ease flexibility provides to those who attend a lot of meetings. Even if they are on campus, it may be more efficient to join some of the meetings via Zoom. Erica mentioned that she is advocating alternating in-person vs. online for Council of Chairs in the spring semester.
12	3:40	Standing Committees Reports DE Committee: The committee is working on the DE plan for 2026-2028. The committee is focusing on consistency in terms of language on the schedule about what it means to have a hybrid and online classes. They have a BEOI session coming up during the winter recess. They are also discussing asking for Canva. Planning Committee: Chao reported that CIC, SLO, and Planning are developing eLumen trainings for the spring semester.
13	4:00	Adjournment – Moved: Erica. Seconded: Camille. In favor: all present. Meeting adjourned at 3:50 pm.