

**Academic Senate Council Meeting
Contra Costa College**

Monday, February 5, 2024– 2:30-4:00pm – SAB 211

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

Voting members must appear in person

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: Iroda Lapasova, Sepehr (Peter) Nesaei

Non-Voting Representatives:

Senate Assistant: Michael Zephyr

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: Michele R., Elisabeth, Erica, Lorena, Deborah, Michell N., Camille, Chao, Iroda, Peter Participating remotely: Stephanie, Randy, Leslie, Karen Guests: Leslie Allums Absent: None
Consent Agenda		
2	2:20	Approval of agenda for February 5 – 5 min.
3	2:25	Approval of minutes – various sets – 15 min. Postponed until full set is ready and members can read before meeting – Gabriela proposed placing items on the consent agenda from now on. She explained how the consent agenda works. Moved to remove the minutes from the consent agenda until we can read them before the meeting: Camille. Seconded: Michell N. In favor: All in attendance. Moved to approve agenda as amended: Chao. Seconded: Michele Redlo. In favor: All present.
4	2:40	Public Comment – 5 min. Kenyetta VPSS reported that the College was awarded an AANHPI grant. The first year, the college will receive \$129,600. For each of the following years, the College will receive 100,000. Funding is supposed to be ongoing. Kenyetta says they are hoping to use some of the funds for other purposes. The funds will be used to support 40 students to go to a couple of conferences. Some of the funding will go to classified support.
Non-consent Agenda		
5	2:45	Faculty Collegiality Day: Date – Timeline – All – 15 min. The Council decided to hold the Faculty Collegiality Day on May 10. Deborah said Katie Krolkowski and herself are in the classroom or lab during the usual Collegiality day hours. There are about four faculty there who cannot attend. The Council discussed having it on April 26 to avoid the conflict with the Biology faculty. Chao moved to hold it on the 26 th . The Council decided to keep thinking about possible substitutes or alternatives so biology faculty can attend.

		Gabriela emphasized the need to start planning so we encourage people to attend earlier than we did last semester. Michele says she liked the team-building activity because they got to talk to people they didn't know. Gabriela says the gifts were too many and it took a lot of resources and time to prepare them. Michell suggests having the raffle tickets but not gifts for everyone. Moved to plan with a tentative date of April 24: Michele R. Seconded: Lorena. In favor: All present.
6	3:00	Resolution to work with College President to establish the position of Faculty Development Coordinator – Gabriela/All – 15 min. – Position of Professional Development Coordinator is currently vacant. Gabriela expressed concerns about letting an adjunct faculty do this job because the manager over the area is very strong handed and the faculty member may have a hard time protecting faculty purview. The Council read the text of the proposed resolution . The Council discussed the possibility of having a faculty co-chair in Professional Development, but still faculty having autonomy to decide the kinds of learning they need to do. Once the person is recruited and appointed, the Academic Senate Council needs to confirm the person in the position. Moved to approve the proposed resolution: Chao. Randy suggested that we appoint the person Vern recommended to fill the position until the end of the semester. The DE committee needs to interact with the professional development position, so it would help them to have a Faculty Development Coordinator. We could do both, appoint an adjunct faculty member and recruit for a permanent position. Seconded the move to approve the resolution: Deborah. In favor: All in attendance.
7	3:15	Discussion of outdated and time intensive entry submissions of non-instructional faculty hours - Katherine Becvar, Librarian – 10 min. – Katherine brought up the timecard non-instructional library faculty need to use to get paid. The timecard needs to be sent as an attachment to email. This system is prone to errors, and employees get paid late. Gabriela explained that the Academic Senate could support faculty but could not effect change because it is a working condition—thus, a UF issue. Katherine suggested Library faculty use the same time-entry system to get paid. Lorena suggests people who handle payroll can get better trained.
8	3:25	HSI Advisory Committee – Lorena shared that she sits in the California statewide HSI Leadership Network where they discuss effective practices for LatinX students. She spoke about the lack of visibility of LatinX students even though we are a heavily HSI institution. She said one of the promising practices she has learned about is the creation of an HSI Advisory group. She is also concerned about the funds the college has received for being a HSI and how we have not been able to make the LatinX student performance more equitable. Chao says that the way to make things happen is to put this in the charge of the committee.
9	3:35	Standing Committee Reports: CIC: Leslie reported on the status of AB928, which requires the creation of a single GE path which will be called CalGETC. They will need to revise all the transfer degrees by 2025. She feels like a lot of the CCC degrees are in good shape so she feels it will be fine. – DE: Randy reported that the first meeting of the DE committee will be on Friday and will bring updates to the following meeting. They are working on student experience survey. They are hoping to finalize common language to describe online courses on the schedule because the language is not consistent. They are also working on revising the faculty handbook. – OER/ZTC – CTE: Michele reported that CTE had not had its last meeting. Evan sent an email to CTE faculty recommending professional development for them. The workforce development department is going to conduct a survey on September 27 – Planning: Chao reported that they finished the 2021-2022 program review validation. They hope to finish 2022-2023 this semester. He also

		reported that there are still a lot of questions about the process of validation. Planning is also working on a Program Review Handbook. Many things have changed, so we need a new one. – SLO – Faculty Development
10		Deborah pointed out that 4/26 is during Passover, so the Council decided to move Collegiality to May 10.
11		The meeting adjourned at 4:01 pm

Next meeting: March 4, 2024 – 2:15-4:00 pm