Academic Senate Council Meting **Contra Costa College**		

Minutes
Monday, March 04, 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 (Mr. Z)
                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:** Camille, Elisabeth, Chao, Leslie, Michelle N., Iroda, Lorena, Michele R., Peter, Randy. **Attending remotely:** Karen. **Guests:** Sophie – (Student), Kenyetta Tribble, Annie Sciaca, Katie Krolikowski, Manu Ampim, Michael Kilivris. **Absent:** Deborah, Stephanie Ferguson.
Consent Agenda		
2		**Approval of agenda for 02/05/24 – Moved to amend the agenda by removing the minutes**: Michele R. **Seconded:** Randy. **In favor:** unanimously. **Moved to approve agenda as amended:** Michele R. **Seconded:** Randy. **In Favor:** All in attendance.
3		**Approval of minutes – various sets** – Minutes were removed from the consent agenda and postponed until we have an administrative assistant who can assist.
4		**Public Comment** – Sophie spoke of the importance of distinguishing between anti-Semitism and anti-Zionism and to ensure the free speech of the students. Manu commented on guidelines an older CIC used. Manu shared how there was a 20% limit for what a person can do to change a course.
Non-consent Agenda		
5		**Curriculum topics – Who controls a cross-listed course?** – Leslie Alexander explained that cross-listed courses are identical except for the prefix, and they are offered at the same time. The course can be offered by either department, and the apportionment is split between the two departments. Faculty in either department can teach it as long as both disciplines are listed (as either/or). The Senate needs to determine who can revise the course. Leslie will work on guidelines for writing and maintaining cross-listed courses.
6		**ASCCC Flexible Calendar Program Workgroup** – Flex updated guidelines – Katie Krolikowski/All – Katie announced that she was appointed by ASCCC to represent faculty at the Flexible Calendar Program Workgroup at the State Chancellor's Office. Flexible Calendar Program is in Ed Code. It started in the early 80s. Districts can choose to have

		more days than we do, but there is a state limit. Katie was given instructions to collect information and imagine what we want the Flex calendar to look like in 10 years. She listen to Council members give their recommendations.
7		**PD Coordinator – Follow up** – Leslie Alexander requested that we hire a professional development coordinator to take over until the end of the semester. Randy agreed with Leslie that we should hire someone before the end of the semester. Gabriela said she had hired three different administrative assistants this year, but since the Senate's budget is modest, the people we were able to hire are not prepared to support the Council's work. Gabriela said she will be meeting with the President about the resolution and then with Jason Berner, with whom the Academic Senate should agree mutually.
8		**HSI – Creating a greater presence on college materials/website and establishing an HSI Advisory Committee** – Lorena Gonzalez reported on HSI advisory committees that some colleges and universities have. She commented on the possible composition of the commission, and then discussed how we should bring it to administration. We will bring this item back as an action item.
9		While waiting for Kenyetta, Gabriela discusses doing professional development about the Academic Senate and we will be working on it during breaks and get paid at the other academic services rate. Gabriela suggested using different channels and modalities to communicate key concepts. One example was printing important ideas and laminating them to post them on the walls in the faculty area.
10		**Request status reports for Guided Pathways** – Erica Watson/Camille Santana/Kenyetta Tribble. GP Website – The Guided Pathways steering committee meets the first Monday of every month from 1:00 to 2:30 and then an office hour on the third Monday from 1:00 to 2:00 for anyone who has questions about GP, and the office hour is also for the workgroup. Jason and Kenyetta are co-leading GP. They will be implementing the retention tool. Two College employees meet with the District. The Program Mapper is an online tool that helps students see what courses need to take to get a degree within that major. They also review legislation like AB 928 and AB 1705. They are looking at how they can scale this work. Gabriela asked Kenyetta why there was not a faculty co-chair for GP given that it is partly an academic and professional matter. Camille described the structure of each pathway and how they operate.
11		**Review Nexus assignments**, find a substitute for InSight Roster and grading and for Safe Zone – The Safe Zone Initiative – The Safe Zone Project – Postponed due to lack of time. Gabriela will allot 30-40 minutes in the next agenda.
12		**Faculty collegiality day – updates** – 5 min. – Gabriela said she wanted to stop making gifts for every participant. Instead, we should buy a few nice gifts. Someone suggested making like a jeopardy game with some fun and some training questions. Some questions might be "Who appoints faculty to committees?" or "Who are your representatives at the Academic Senate?"
13		**Subcommittee reports: CIC – DE – OER/ZTC – CTE – Planning:** Committee approved a CTE update that simplifies the process every other year. Chao will bring back the documentation for the updated process. They have also developed a rubric to validate the self-studies. **SLO:** Michael Kilivris shared a Canvas shell with SLO support for faculty that was created by the Committee. Michael requested feedback. The shell will be shared with the Council of Chairs and it will be published even if it's not completely developed. Michael shared the modules already included in the shell. The Committee is also working on updating the handbook. **Faculty Development** – no report
14		Time permitting - Contra Costa College Affirming Support of Student Free Speech – Camille – Postponed due to lack of time.

| 15 | | Adjournment: Meeting was adjourned at 4:02 pm – Next meeting: April 1, 2024 – 2:15-4:00 pm |