

**Academic Senate Council Meeting
Contra Costa College**

Monday, April 15, 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: Erica, Lorena, Peter, Chao, Leslie, Randy, Elisabeth, Deborah. Guests: Rene Sporer, Mayra Padilla. Absent: Camille, Michele R., Iroda.
Consent Agenda – 15 min.		
2		Approval of agenda for 04/15/24 Motion: Chao Second: Lorena. In favor: all
3		Approval of minutes from 04/15/24
4		Public Comment – 5 min.
Non-consent Agenda		
4	2:35	Review and update Nexus assignments – All – 30 min. – Gabriela suggested having Classroom Assessment Techniques during the first semester because it helps new faculty tune into what students are experiencing and helps them develop. Chao proposed doing the District Service Area tour during the second year. He also suggested that we encourage faculty to join committees during the second year rather than the third. Gabriela reported that the UF used to say that faculty cannot participate in committees during their first two years. She said she checked the UF contract and spoke to Katie Krolkowski, and there is nothing in the contract against committee service during the first or second years. Several members supported Chao’s suggestion of committee service during the second year of the probationary period. Erica reported that the librarians offer the academic integrity workshop in October of the 1st year because there is too much to do for faculty during the beginning of the first semester. She says that she does not want to use the word “cheating” in the title. She wants to frame plagiarism in a non-punitive way. They have incorporated AI into the training. Erica says she will present an outline of the workshop to the Senate. Gabriela said eLumen is in the second year, but there may be things faculty need to learn their first semester or year. We suggested having a workshop with the basic things they need to do: finding course outlines of record, finding SLOs. Chao suggests we combine SLOs in eLumen with the SLO workshops. Gabriela says

		<p>Nexus faculty had complained that they didn't have many of the workshops, so we should have a Professional Development/Nexus orientation in the first semester. The Professional Development workshop should include the basics, but it does not need to be three hours. It should include an introduction to GROW, mandatory flex hours and qualifying activities, and the mini-grants process. Gabriela will put 2 hours with a question mark and will ask Chanel what she thinks about it. Randy reported that the DE committee is planning not just to do a Canvas training but to incorporate a best practices component. This would be for all new faculty, whether they have used Canvas or not. Randy suggests changing the title to "DE orientation." The workshop would touch on all the major DE topics and announce that there will be follow up workshops on each. The initial DE introduction would include Canvas, Regular and Substantive Interaction, and best practices. It will stay at 3 hours. Erica said the Library resources and services for faculty workshop is OK at 1 hour. The librarians are always updating the content of the workshop. Regarding eLumen, Rene Sporer described what the deans do in their new faculty orientation, but she says faculty soon have questions, so reinforcement would be good. Rene suggested that a one-hour workshop is good because faculty are more likely to attend. Teaching Men of Color is online, so we can keep it as is. The Pedagogy Conference is scheduled for the second year. Members of the Council felt that was appropriate. Safe Zone used to be offered by Carlos Manuel and Demetria Lawrence. Carlos Manuel is no longer doing it. We should find faculty who can lead this workshop. UndocuALLY is in the same situation. No one is offering it. Mayra Padilla said last year that she had contracted with Immigrants Rising, but so far nothing has happened. Lorena volunteered to take the lead on this workshop. Gabriela Asked the Council if we should change the title of "Reducing the achievement gap" to "Equity in teaching." Lorena proposed adding another one-hour workshop "What is an HSI?" Lorena clarified that HSI is not only about Hispanics. Lorena said she can also be the lead for this workshop.</p>
5	3:05	<p>CCC President's Commission on HSI Servingness Endorsement – All – 10 min. – Motion: Lorena moved to support the proposal to create the President's Commission on HSI. Second: Deborah. In favor: all present.</p>
6	3:15	<p>Planning calendar and planning model redesign, and its linkage to budget allocation redesign – Mayra/Rene – 10 min. Rene Sporer reported that they are trying to develop a decision-making process that is understood by everyone. They are also developing an integrated calendar so we know when each action is supposed to take place. She shared the model they are developing by revising a previous model and other colleges' practices. Rene says they started with the strategic Educational master plan that has measurable goals and objectives. Our mission, vision and values are all expressed there. Within the Strategic Educational master plan is our just renamed Scheduling and Strategic Enrollment plan. This guides our schedule. Planning is currently reviewing program reviews for all kinds of units, not just academic programs. The program reviews will identify the staffing, technology, and facility needs. Each process will have a lead person that we can get in touch with if we have questions. Each process will be well-defined, and the document will have links to each step of the process. Rene asked the Council to approve a one-year delay of the strategic master plan and to approve the proposal. Moved: Chao. Seconded: Leslie. In favor: all present.</p>
7	3:25	<p>Accreditation mid-term report – All – 15 min. Mayra shared the report and asked for input so they can continue working on it during the summer. She described the process so far. She asked to have all feedback by April 26th. The draft does not have all the evidence. That will be updated. She requested that we look at section C carefully. The Vice President of ACCJC will be training the campus on the new accreditation process</p>

		because a lot has changed. We discussed setting a time for a review of the draft during flex. Mayra asked us to figure out a time. We discussed sending the report during the summer with a note that people are not under any obligation to review it, and then send it again at the beginning of flex week.
8	3:40	Update of status of Guided Pathways – 10 min. – The new Client Relations Management system (CRM) is accessible to just a few people because they need to learn how to use it as it's being built. The program has a lot of great ideas, but there is no designated person to lead the process. We need to figure out ways to make the pathway idea work. One idea is to have a space that faculty can use and students can drop in there at a designated time. Someone suggested using student workers as student ambassadors, but we don't know what pathway students are in. There's little to report because not much is happening. Deborah says she strongly supports having a physical space.
9	3:50	Subcommittee/task force reports – as needed – Gabriela reported that we still have not gotten an administrative assistant. The ability of the Senate to hire an administrative assistant has decreased as our funds lost purchasing power due to inflation. Leslie said she was under the impression that the administrative assistant wages came out of the general budget. Gabriela explained that Lynette used to work for several units, and some of the funds came out of the VPI's office.
10	4:00	Adjournment – The meeting was adjourned at 4:05.

Next meeting: Monday, May 6 - 2:15-4:00 pm