

**Academic Senate Council Meeting
Contra Costa College**

Monday, May 06, 2024– 2:15-4:00pm – SAB 211

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

Minutes

Item	Time	Item Description
1	2:15	Roll call: Members attending in person: Leslie Alexander, Chao Liu, Peter Nesaei, Michelle Naidoo, Michele Redlo, Erica Watson, Michael Zephyr, Iroda Lapasova, Randy Carver, Karen Ruskowski, Deboarh Dixon, Gabriela Segade. Members in remote attendance: None Absent: Camille Santana, Lorena Gonzalez Guests: Kimberly Rogers, Jessa Ross, Rob Barthelman, Chanel Barton.
Consent Agenda – 10 min.		
2		Approval of agenda for 05/06/2024: Gabriela requested that we moved minutes from the consent agenda because they have not been edited. Chao requested that we add a six-year program review cycle with the sixth year being “silent.” Moved to adopt amendments to agenda: Michele Redlo. Seconded: Michele Naidoo. In favor: All present. Motion carries. Moved to approve agenda as amended: Michelle Redlo. Seconded: Erica Watson. Not present yet: Randy Carver. In favor: All present. Motion carries.
		Public comment – 5 min.
		Approval of minutes from 04/15/2024 was removed from the consent agenda.
Non-consent Agenda		
3	2:25	Approval of minutes from 04/15/2024 Moved: Chao Liu. Seconded: Michele Redlo. Abstaining: Iroda (was absent on 04/15). In favor: All others present (including Randy Carver Who arrived after previous votes.). The motion carried.
4	2:30	President’s report – 10 min. Gabriela says her focus is divided between moving the agenda forward and being a resource for topics discussed. Council members need to feel confident to bring up their input while we discussed topics. This year, we discussed during several meetings, that we would be using Senate funds for projects that can make the Senate Council more effective, yet some members raised objections to decisions we had agreed upon during the last couple of minutes of the second-to-last meeting of the semester. Some of our Council colleagues had already volunteered for the summer work. If a topic is discussed and some procedural decisions are made, she asked that Council members not wait until the end of the semester to bring up concerns or opposition to something that has been discussed several times. Also, the Council agenda should be set by Council members and faculty at large. Suggestions from administrators about the budget or Senate President succession are not management purview. In addition to the summer projects, the Council had heard several times that Gabriela had recruited an administrative assistant. Unfortunately, the two individuals hired at the beginning and at the end of the Fall semester ended up

		<p>not producing work. That left some funds unused, and the Council had heard and briefly discussed several times using leftover funds to work on Academic Senate projects during the summer and compensating participating faculty at the Other Academic Services rate. Four Council members have volunteered to work with Gabriela in those two projects. There were many opportunities to raise concerns about that arrangement, but there were no questions or opposition until the last minute of the second to last meeting. Bringing concerns so late means that a lot of the preparation work that has been done during the year needs to be revisited and redone. There was a suggestion during that meeting that we hire an administrative assistant—something Gabriela had been working on and had reported to the Council throughout the year.</p> <p>Gabriela reported that she would place the Goals for the year, the budget, and the elections on the first agenda of the 2024-2025 academic year.</p> <p>Gabriela reported that there is nothing in the UF contract that prevents faculty from serving on committees in the first or second year.</p>
5	2:40	<p>Nexus review and possible vote: The Council continued discussing the Nexus calendar. Gabriela said she had added an orientation to Academic Senate in the first year. After including all the trainings we have agreed on, the total hours for first-year Nexus add up to 37.5 and for the second year they add up to 49. Rod Santos is coordinating a Safe Zone meeting. We need to identify a training for Equity in Teaching that addresses equity broadly and not just for one minoritized group. We need to find an UndocuALLY training. Gabriela will double check the UF Contract and the Guidelines for Flex to see if there is anything about the number of hours that Nexus faculty need to complete. Chanel says they are tied to the contract. New Safe Zone training is a train the training. Erica reported that they have changed the title of the Academic Integrity training to: Upholding Academic Integrity: Avoiding Plagiarism and Promoting Scholarship. Teaching Men of Color needs to be brought back to the Nexus program. It is eight hours in the first year. Council voted to delegate finishing the details of the program to a Council sub-group. Moved: Michele Redlo. Seconded: Chao. In favor: all present. The motion carried. Randy, Michele R., and Michelle N. volunteered to be on the Nexus workgroup.</p>
6	3:05	<p>2nd read of Facilities Master Plan Prioritization: Vicky Menzies, Rob Barthelman, Jessa Ross. VP Menzies and Rob Barthelman reported on the feedback received and incorporated into the Facilities Master Plan, as well as the estimated costs of the renovations and new buildings. The revised document incorporates 25 changes provided by different units.</p>
7	3:15	<p>Designing Simplified 2-year CTE Program Review – Chao requested that we add a sixth-year to the program review cycle, with the sixth year being “silent.” The simplified version includes all the required elements for the report update. CTE programs will still have to do the full report every four years. Council voted to approve the simplified CTE report. Moved: Michell N. Seconded: Elisabeth. In favor: all in attendance. Motion carries. The Council voted to approve the six-year program review cycle. The sixth year will be “silent” to allow for process</p>

		review and improvements. Moved: Michele R. Seconded: Deborah. In favor: All present. The motion carried.
8	3:20	Academic Senate budget balance and prioritization of expenses – Gabriela/All. Gabriela reported on the current budget balance and all the expenses that have been incurred but are not reflected on the budget. The Council has talked about two projects that we could work on during the summer: Compiling all the resolutions the Council has approved for ease of retrieval and developing a robust professional development program for the Academic Senate to increase faculty awareness of the Academic Senate purview and the Senate Council’s activities. Gabriela pointed out that we have talked about this several times and there were no concerns expressed from Council members. Several members have already volunteered to work on these projects. The Council decided to vote on the following: providing \$1000 towards two faculty attending the Online Teaching Conference and \$1000 towards two faculty attending the Great Teacher’s Seminar. Gabriela will send an email to all faculty to let everyone who is interested know that they have a chance to apply. The rest of the funds will be spent on working on two Academic Senate needs: 1. Professional development for faculty to become more informed about the Academic Senate and hopefully more active, 2. Producing a compilation of Academic Senate resolutions approved by the Council, and 3. Finalizing the Nexus calendar. Moved: Deborah. Seconded: Leslie. In favor: all in attendance. The motion carried.
9	3:40	Committee reports: SLO: Draft of proposed SLO Policies and Procedures – Michael Kilivris, SLO Coordinator reported on the progress updating the SLO Handbook and asked for suggestions for additions or revisions. They will break down the DE/OER Coordination – Randy – Postponed due to lack of time. Planning Program Review Rubrics – Chao – Postponed due to lack of time.
10	4:00	Adjournment – Meeting was adjourned at 4:02 pm.

Next meeting: October 7, 2:15-4:00 pm – Student and Administration Building 211