

**ACADEMIC SENATE COUNCIL**  
**Applied Arts Building AA-216 2:15 p.m.**  
**Monday, January 23, 2006**

**Contra Costa College**  
**2600 Mission Bell Drive**  
**San Pablo, California 94806**

## **MINUTES**

**CALL TO ORDER:** The meeting was called to order at 2:15 p.m.

**Present:** Terence Elliott (Chair), David Rosenthal (LAVA), Sally Brooks (LAVA), Fritz Pointer (CLASS), Dionne Perez (CLASS), Rudy Zeller (FSCC), Emilie Wilson (MCHS), Rachele Whitfield-Wormely (ASU)

**Absent:** Chris Tarp (VP-Student Services), Barbara Williams (VP-Faculty Development), Robert Chan (Instructional Technology), Rick Ramos (Career and Technical Training)

**INTRODUCTION OF GUESTS:** James Wormely, De Anza High student

### **CONSENT ACTION ITEMS:**

**Agenda** of January 23, 2006 was approved.

**Minutes** of December 5, 2005 were approved.

### **NEW BUSINESS:**

**Development of Desirable Qualifications for CCC President Position** The ASC does not have an option to develop a question for the interview.

**Spring 06 Student Enrollment/Class Cancellation Process Discussion** There was much concern expressed with the enrollment process. It was suggested that if the District Office wants to build morale, it's doing a poor attempt at it by canceling classes. 1) Classes should not be canceled one week before school starts because usually it comes down to enrollment of the first day. 2) There is no assistance at night to direct students to classes and no police patrol. 3) Counseling is over-burdened now because of the cancellations. 4) CIS 135 was going to be cancelled because there were only 15 students enrolled by the first day. 5) Part-time faculty should be compensated for the prep time they have put in only to have a class cancelled. 6) Terence has pointed out to the administrations that ten students in a class will still pay for itself, but administration is concerned that there may be less by the end of the semester. 7) There is no Director of Admissions. When asked when that position will be filled, Terence said that there is no push to get it filled. 8) Couldn't overpopulated classes cover the under populated courses? Couldn't the FTES be shared between departments, divisions, and/or college-wide? 9) By canceling classes, administration makes it more difficult to keep FTES up. FTES needs to be focused on a larger level; by department, division, or college-wide enrollment. The ASC disagrees with the enrollment plan of the District.

**District Faculty Senate Retreat Discussion** This was originally a plan to include the three Faculty Senates but the CCC Senate would like to organize a faculty SLO retreat instead.

### **UNFINISHED BUSINESS:**

**Equivalency Process Discussion** Originally, the ASC Equivalency Committee (consisting of Terence, Chris, and Barbara) was only going to meet one time each month to review department equivalencies. The decision to meet every Thursday may be made because of the urgency of certain hire. This issue will be taken to the Council of Chairs.

**SLO and Assessment Efforts Update** Eighteen departments have finished their SLOs. Terence succeeded in organizing a group of general education department chairs to work on the GE SLOs. They will be meeting on the second Wednesday in AA216 from 2 – 4 p.m.

### **STANDING SENATE COMMITTEE REPORTS:**

**President's Cabinet** The first meeting will be Friday, January 27.

**Operations Council** Most of discussion was focused on parking. Terence asked for more staff parking at night and better patrolling.

**District Governance Council** The first meeting will be January 24 where the development of the budget calendar will be discussed.

**Governing Board** No report.

**Planning Council** No report.

**College Council** No report.

**FSCC** The FSCC is discussing changing the language in the Uniform Hiring Guide regarding the Discipline requiring a Master's Degree equivalency process. (BA in any discipline and 30 upper division units with at least 15 of those units being at graduate level in the primary discipline to be taught, or BA in a primary discipline with at least 15 of those units at graduate level or in third part, remove "primary" and leave "related" discipline.) The ASC feels that department chair feedback is needed, so a copy of the changes will be sent to the Senators to share with their divisions. FSCC is also working on the morale goal. The Chancellor has asked the ASC presidents to push to improve relationships by having a Code of Ethics that would include participating on Program Reviews, attending committees, and attending All College Day. CCC would like to have the following (A shared governance role in the enrollment process regarding enrollment and class cancellation policies.) added to the FSCC 2005-06 Goals which are suppose to reflect the District's Strategic Plan. Rudy will not be able to continue his participation in FSCC. A new representative is needed.

**Council of Chairs** No report.

**Faculty Development Committee** No report.

**Student Services** No report.

**Instructional Technology Committee** No report.

**Middle College High School** January 12, 2006 MCHS hosted 15 delegates from Singapore Ministry of Education. January 17 - 20, 2006 MCHS students are participating in EduSoft benchmark and standards testing in core subject areas. January 26, 2006 at 8:10am MCHS Advisory Committee meets in LA 12. CCC staff and faculty are welcome to attend to discuss the CCC/MCHS collaboration . February 15, 2006 MCHS hosts 35 principals and administrators from Texas. February 24, 2006 MCHS hosts 8th grade students and their parents for Preview Day. MCHS applications are available at this time. March 3 and 4, 2006 MCHS the Western Region Early College Conference will be held at MCHS at CCC. Principals and administrators from Early College High Schools will attend. March 31, 2005 is the deadline for MHCS applications for the 2006-07 school year. April 29, 2006 MCHS is hosting the 14th annual National Middle College Consortium Student Leadership Conference for 300 students, teachers and principals.

**Career and Technical Training** No report.

**Associated Student Union** No report.

**Classified Senate** No report.

**SENATE ANNOUNCEMENTS and OPEN DISCUSSION:** Jon Celesia asked Terence to spread the news about the Telescope fundraiser. Galaxy parties and naming stars will be offered. Randy Watkins will not be able to continue as the NSAS representative to the ASC.

**PRESENTATIONS FROM THE PUBLIC:** There were no presentations from the Public.

**NEXT MEETING:** The next meeting will be February 6, 2006.

**ADJOURNMENT:** The meeting was adjourned at 4 p.m.

**Respectfully submitted,  
Lynette Kral**