

ACADEMIC SENATE COUNCIL
Applied Arts Building AA-216 2:15 p.m.
Monday, August 18, 2008

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

DRAFT MINUTES

CALL TO ORDER: The meeting was called to order at 2:25 p.m.

Present: Richard Akers (President), Fritz Pointer (VP), Sue Van Hattum (NSAS), Leverett Smith (NSAS), Eric Sanchez (CLASS), Rick Ramos (LAVA)

CONSENT ACTION ITEMS:

Agenda was approved.

Minutes of May 5 were approved with corrections.

DISCUSSION ITEMS:

Raising the presence of the Academic Senate here at Contra Costa Richard's personal goal by the end of his tenure as Academic Senate President is to have numerous candidates wanting to be elected into this position. His goals as President are to send educational articles to the faculty such as the one he will be sending out, Tenure in America, beings as we have seven new tenure track faculty this year. He intends to attend Division meetings, and make it to as many sports and ASU activities as possible. He reminded the Senators to inform their alternates to attend the Council meetings when they are not able.

Faculty pulled from the classroom in order to meet the demands of clerical bureaucratic and accreditation oriented activities. Faculty is being too stretched, some more than others. Richard was approached by Joe Ledbetter to explore ways of combining certain processes like Program Review and Content Review.

Creating a survey which we the Senate can use to prioritize the issues which are most important to our faculty Richard Akers would like to survey the faculty to explore what directives the Senate should follow. Most of the discussion centered on which Internet device should be used. Survey monkey has been used by the District and it is not known whether a district license has been purchased. Tim Clow's office should be used for the purpose of helping create the survey. Fritz Pointer will speak to the UF on how their survey was conducted. Sue Van Hattum asked Richard to email some example questions to the Council to give them an idea of what kinds of questions should be in the survey. Richard will have that done before the end of the week. Once the faculty questions are received, Richard will compile them and bring them before the Council.

Eliciting new faculty to voluntarily participate in extracurricular such as committee and Senate responsibilities Richard would like the Senators to encourage new faculty to attend as many committee meetings and activities as possible to acquaint themselves with the college. Rick Ramos reminded the Council that if faculty do not represent themselves at these committees that it will be the end of shared government here at our college. Richard mentioned that the faculty evaluation process is being re-examined by the UF this year. Richard asked for the Senators to submit a list of faculty from their divisions they feel would be willing to participate in committees and he will personally ask the individual faculty. Sue Van Hattum asked that a faculty by division list be sent out to the Council.

Block scheduling Richard stated that Block Scheduling is coming in the future. There's no avoiding it. Everyone he has spoken to at the Academic Senate Plenary sessions feel it's a good thing. Richard has asked McKinley to reopen the Blocked Schedule issue. It would be on a 16-week schedule with the same amount of contact hours. There is a possibility of having three 16-week sessions, Spring, Summer, and Fall. Faculty could work the two semesters of their choice.

Parliamentary procedures Richard said that some Academic Senate presidents appoint a Parliamentarian and that since the Council doesn't have one, he asked them to feel free to let him know if he is out of compliance with parliamentary procedures.

Mentor teaching faculty integration This semester, Richard proposes to establish an interim appointment process to be directed by the Council with appointments to be made by the Senate President. This interim appointment process should be replaced by an agreed-upon selection process before Fall 2009. The appointment process will be comprised of solicitation of recommendations. The Senate president will request a short list of recommendations from no less than 10 documented individuals or representative groups across the campus

including the Academic Senate, ASU, Management, and Classified. As a result of this solicitation, a short list of names will be generated and discussed at the Academic Senate Council, and the outcome of this discussion will be appointments of Mentor Teachers for Fall 2008 and Spring 2009. Richard has requested a stipend of \$500 per semester as motivation for each Mentor Teacher to allow five hours of face-to-face meetings, time allowed for email and phone calls and has secured a promise from McKinley of a \$500 stipend but it is not known yet whether it is per semester, or per year. Rick Ramos said that the grant he is writing for Voc Ed may be instrumental in securing more funds that may possibly be used for these stipends. Sue Van Hattum asked if release time could be made available instead of stipends, but Richard responded that \$500 doesn't buy much release time. Eric Sanchez asked what the responsibilities of a Mentor Teacher would be. The discussion of how the Mentor Teacher would invite the new faculty to attend each others class led to the conclusion that the Mentor Teacher could not be part of the new faculty's evaluation team. A motion was made and moved to move forward with a draft to McKinley within one week.

SENATE STANDING COMMITTEE REPORTS

Faculty Development Committee Richard reported that all Faculty Development money (\$25,000) is encumbered for this year.

Student Services Richard said that Chris Tarp handled the Nexus program well.

Curriculum and Instruction Committee Rick Ramos said the CIC had been busy with Content Review and SLOs last semester.

COLLEGE COMMITTEE REPORTS

President's Cabinet Richard has attended two meetings so far. Discussion has evolved around mostly box 2A and Cabinet assignments. This led to discussion by the Council as to how unfair it is that small departments have to compete for Box 2A positions with large departments that generate higher FTES. It's a legitimate concern that Richard will present at the next President's Cabinet meeting.

Operations Council No report.

District Governance Council No report.

Governing Board No report.

Planning Council No report.

College Council No report.

Council of Chairs No report.

FSCC No report.

Career and Technical Training Rick Ramos reported on the \$200,000 Teacher Pipeline grant he is writing and the four-course certificate they are proposing. It is for people who would like to teach a college vocational educational course, have the discipline requirements, but no teaching experience. They are also having a three-hour flex where they bring Tech Prep counselors to the Voc Ed classroom meetings, such as welding, nursing, auto, etc. John Christensen has a new program to allow students to post their resumes on the Internet.

Associated Student Union No report.

Middle College High School No report.

Classified Senate No report.

SENATE ANNOUNCEMENTS and OPEN DISCUSSION: Fritz Pointer asked Richard to look into Plus/Minus grading.

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

NEXT MEETING: The next meeting will be September 15.

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

**Respectfully submitted,
Lynette Kral**