

**ACADEMIC SENATE COUNCIL**  
**Applied Arts Building AA-216 2:15 p.m.**  
**Monday, October 20, 2008**

**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:** Richard Akers (President), Sue Van Hattum (NSAS), Leverett Smith (NSAS), Eric Sanchez (CLASS), Dionne Perez (SS), Alissa Scanlin (SS), Andrew Kuo (LAVA)

**Absent:** Chris Tarp (Student Services), Ellen Geringer (Faculty Development), Rick Ramos (LAVA), Janelle Hope (ASU), Shondra West (Classified)

**INTRODUCTION OF GUESTS:** Jim Duvall

### **CONSENT ACTION ITEMS:**

**Agenda** was approved.

**Minutes** of October 6 were approved with corrections.

### **NEW BUSINESS:**

**Jim Duvall's Retirement from CIC** Jim officially retired from the CIC. He also gave a report on Accreditation. CCC did very well with three recommendations and 2 commendations. He said the deadline for the assessments of SLOs are due in 2012, and that assessments should not be part of Program Review. He said that assessments must start in earnest by Fall 09 and that there are templates available for every step of the process now. He said that grades cannot reflect the outcomes because grades can be adjusted. If a faculty isn't happy with the SLO that has been written for the course, they need to have a department meeting to discuss it.

**College Hour** Jeanelle Hope, ASU President, was going to attend this meeting to present the modified College Hour proposal suggested by the ASU, which was to consider no classes to be scheduled during a specified hour each week when student clubs would meet. In her absence, the item was tabled.

**Classroom Security** Richard Akers reported that this issue was discussed at College Council where Mack sent it back to the Safety Committee; a committee, Richard also attends. Richard vows to persistently pursue this issue. He feels that 75% of the classrooms should be secured leaving 25% for "Linger and Learn."

**Spring Faculty Talent Show** Council discussed other options for the community building activity. Most of the Council members were somewhat enthused about the suggested activity, with Dionne Perez volunteering to help organize it, but chose to rename the activity "Faculty Follies." Sue Van Hattum suggested badges to wear with the faculty name and the slogan "Changing Lives One Student at a Time." Leverett Smith suggested more activities with less elaboration. Richard will email the faculty on Thursday and Friday before Halloween to send him a time to visit their classrooms to take pictures of them in costume, with the intent of possibly having a Faculty Costume Contest.

### **UNFINISHED BUSINESS:**

**Integrated Planning Process** The Council of Chairs has not met. Leverett will report on progress after the next meeting, which will be November 5.

**Distinguished Scholars Program** The Council discussed this issue further. Richard suggested that the student be awarded with an extra percentage on their GPA. Leverett suggested a recommendation letter for transfer students. Alissa suggested the draft be sent to the ASU to see if there's any interest from the students. Richard will forward this draft to Jeanelle.

**Revision of Faculty Evaluation Forms** Richard would like to see on the form where the evaluator and student can indicate whether the course being taught during evaluation was atypical or typical of the way the course is usually taught. He asked for the Council to take these evaluation forms to their divisions for discussion and return any feedback to him.

**Faculty Survey** Eric Sanchez reported that the survey is being organized and that he will be emailing faculty to submit questions. His goal is that the survey will be ready by mid-November.

### **COMMITTEE REPORTS**

**President's Cabinet** Richard reported that the last meeting was spent discussing Accreditation and the Classroom Security issue.

**Operations Council** Richard reported that Bruce King made a presentation on building maintenance.

**District Governance Council** Richard reported that it was a pretty routine meeting. Any purchases over \$2,000 must come through the DGC before going to Board. DGC is trying to define their part in budget matters.

**Governing Board** No report.

**Planning Council** Richard reported that the Council reviewed the Strategic Initiatives once more before Accreditation.

**College Council** Discussion included the policy on renaming of buildings. The waiting period of renaming a building after a deceased district employee is being proposed to change from a two-year period to 6 months. College Hour was also discussed. There was discussion of memorial procedures; in particular, the Martin Padilla Scholarship Society. Linda Cherry asked the college community to remember that memorial scholarships can be added to wills. The remodel and Measure A, classroom security, and the Biology building HVAC issues were discussed.

**FSCC** Richard reported that the three Senates are working together on issues such as the 75/25 ratio. CCCCDD are number 5 in the Bay Area 10 but being in the top third would be better. They feel the District is moving forward well in this matter. At this time the ratio is 52/48. The FSCC is asking the District for \$1 million toward new fulltime faculty which would be ten new positions.

**Career and Technical Training** Rick Ramos gave a presentation on the importance of proposing Certificates of Achievements under 18 units in the vocational educational studies.

**SENATE ANNOUNCEMENTS and OPEN DISCUSSION:** The Chancellor will be attending the ASC meeting, as an Open Forum to discuss the faculty 75/25 ratio, which will be held in the Fireside Room on Monday, December 1. In the beginning of the meeting today, a 15-minute collegial discussion on faculty taking Fridays off and how it affects the students, took place.

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

**NEXT MEETING:** The next meeting will be November 3.

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

**Respectfully submitted,  
Lynette Kral**