

**Academic Senate Council Minutes**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**  
**(510) 235-7800x4215**

**Council Members in Attendance were:**

AS President: Richard Akers  
 SS Rep: Alissa Scanlin  
 LAVA Rep: Beth Goehring

CLASS Rep: Irena Stefanova  
 CTE Chair/LAVA Rep: Rick Ramos  
 ASU Rep: Elizabeth Lucero

CLASS Rep: Eric Sanchez  
 SS Rep: Luci Castruita

**Monday, February 1, 2010**

**Called to Order at 2:15 pm**

**Location: AA216**

<b>Introduction of Guests</b>	Eileen Kraskouskas was introduced.
<b>Agenda</b>	The agenda was approved.
<b>Minutes of October 29, 2009</b>	The minutes of December 7, 2009 were approved.
<b>Presentations from the Public</b>	There were no presentations from the public.
<b>Announcements</b>	There were no announcements.

**NEW BUSINESS**

<b>Faculty Access to Transcripts on Web Advisor</b> (Discussion)	Rick Ramos was concerned that faculty didn't have access to the student transcripts. Mojdeh Mehdizadeh, Vice Chancellor-Information Technology, said that access was removed a year ago for security reasons. Mojdeh will attend the March 1 meeting when this issue will be continued.
<b>Brown Act</b> (Discussion)	The district lawyers said that the Senate is not a Brown Act committee. The Council agrees that the meetings not be bound to the Brown Act based on the response from the district attorney, but should use Best Practice instead, and maintain standards of a Brown Act committee.
<b>College Policy E5000.4 Request for Field Trip Policy and Form</b> (Discussion)	The most important revision to this policy and form would be to only be obligated to notify the Division Dean, not gain approval for requesting a field trip. The form will be revised, sent out to the Faculty Senate, and then forwarded to the President's Cabinet.
<b>College Policy 5000.3 Request for Non-Paid Classroom Speaker</b> (Discussion)	The most important revision to this policy and form would be to only be obligated to notify the Division Dean, not gain approval for requesting a classroom speaker. The form will be revised, sent out to the Faculty Senate, and then forwarded to the President's Cabinet.
<b>Departmental Reorganization PowerPoint</b> (Discussion)	Richard would really like support of the faculty in regards to departmental reorganization so that the administration doesn't take the lead in consolidating departments, leaving faculty out of the decision making. Some departments are too small; some are too large with no full-time faculty to act as Department Chairs. The Council agreed to have the PowerPoint, that Eric and Richard created, sent to the Council of Chairs to begin dialog on departmental reorganization.
<b>Avocational, Recreational and Personal Development Courses - Courses</b> that are not officially part of a degree or certificate (Discussion)	The State would like courses that are not officially part of a degree or certificate to be removed from college curriculum. Any department can receive VATEA funds if they attain CTE TOP Codes and create Advisory Boards. Contact Eileen Kraskouskas for more information on this.
<b>Review of the Credit By Exam Policy and Form</b>	A goal of the CTE is to develop articulation agreements with high schools. ADJUS began offering concurrent enrollment courses at the high schools last semester. The policy and form will be revised and returned for more discussion at the next meeting.

**SENATE PRESIDENT REPORT**

Richard reported that any hiring done at the District Office will impact the 50% ratio of all three colleges. The District Office and the individual colleges will have their own reserves which should be between 1-5%. The State mandates a 5% minimum reserve. Richard would like a 10% ceiling. By 2011 every course in the catalog must have gone through an assessment cycle. The Portal will be coming online in March, appears to have a lot of potential, and will be assessable through the CCC web site. Instant email to all students will be available. Web site training is being offered.

## **COLLEGE COMMITTEE REPORTS**

There were no College Committee reports.

## **OPEN DISCUSSION**

Rick Ramos has concern that, because of high enrollment, faculty are stretching themselves too far by teaching to more students in overcrowded classrooms. He would like to have future discussion on this issue.

Eric Sanchez has concerns on K-12 concurrent enrollment incidents. He is concerned that students are being ill advised by high school counselors in Art, ESL, and Speech. He doesn't feel it is in the best interest of the students.

**ADJOURNMENT was called at 4:00 p.m.**

**NEXT MEETING will be March 1, 2010.**