

Academic Senate Council Minutes

Monday, May 16, 2011

Those in attendance were:

Academic Senate President: Richard Akers rakers@contracosta.edu

Office: Lynette Kral lkral@contracosta.edu

VP/NSAS Rep: Seti Sidharta ssidharta@contracosta.edu

NSAS Rep: Wendy Williams wwilliams@contracosta.edu

LA Rep: Bonnie Holt bholt@contracosta.edu

CTE Chair: Rick Ramos rramos@contracosta.edu

SS Rep: Alissa Scanlin ascanlin@contracosta.edu

SS Rep: Luci Castruita lcastruita@contracosta.edu

LAVA Rep: Beth Goehring bgoehring@contracosta.edu

Absent:

Faculty Development Chair: Ellen Geringer egeringer@contracosta.edu

LAVA Rep: Andrew Kuo akuo@contracosta.edu

LA Rep: Irena Stefanova istefanova@contracosta.edu

Student Services Chair: Chris Tarp ctarp@contracosta.edu

Call To Order with Introduction of Guests The meeting was called to order at 2:15 p.m. with Leverett Smith introduced as a guest.

Approval of Agenda and minutes of May 2 meeting. The agenda was approved and the minutes were approved with a minor correction.

Presentations from the Public/Senate Announcements There were no presentations from the public and no senate announcements.

Faculty Office Hour Use Resolution The following resolution, supporting faculty hour use, was approved by the Senate Council and will be forwarded as a recommendation to the President's Cabinet.

"The Academic Senate at Contra Costa College recognizes the positive impact that instructor office hours can have on student success. We applaud the many creative ways in which instructors have used office hours such as workshops, study sessions, group tutoring and many others. We also recognize that the math lab in AA-210, the College Skills Center in L-121, the CIS lab in CTC-126, or other assigned areas, are locations where students can "linger and learn" while the college earns FTES. We therefore encourage instructors to schedule and spend at least one of their office hours each week, in addition to lab hour requirements they may be fulfilling, in one of these areas."

CCC 1440 Transfer and Local Degree Catalog Language This action item was tabled. Note: There are issues still going on in the state so the AA/AS-T requirements will not be in the catalog.

Distance Education Requiring Audio Beth Goehring requested this issue to be put on the agenda and led the discussion. She said that the issue is that DSPS is on-campus for special needs students. Online courses must be captioned for the hearing impaired, so the closed caption accommodations should be done by DSPS. The responsibility for the requirement should not fall to the online faculty. Richard said that ESL students also benefit from closed-captioned. He uses YouTube closed-captioned technology. He feels technology will catch up to fix this problem. Bonnie asked why she can give a course live to special needs students but that the course must include closed-captioning if it is presented online. Rick Ramos announced that he will be the online coordinator for one more year. He said that there was a grant of a couple million dollars for closed caption. He says that the number of minutes must be sent to Automatic Sync. After receiving the project number the video can be uploaded to the interface from his own e-mail. He says that DSPS will have to take responsibility for it after next year.

Use of a Withdrawal Unauthorized (WU) Grade at the Community College Level Discussion Please refer to the memo sent by Wendy Williams regarding retention data. Wendy doesn't feel that the retention data is correct. Some students have dropped, or the faculty thought they had been dropped, therefore, they received an F grade. Another group completed all the work, but didn't come for the final and received an F grade. She would like to see the WU separated from the F grade, which would provide better information for the retention data. Wendy would like to see this go forward to the state Academic Senate to make the WU a legal grade. A resolution needs to be written for the next plenary session. This would have to be a state change that could take years to complete. Wendy will generate a draft of the resolution, and Richard will check to see if anything has already been tried. Regarding the drop card, Rick Ramos says that the student should be able to mark whether it's a personal (life issue) or educational problem that makes them drop the course so that it doesn't affect the program retention data. He would like to see more checkboxes on the drop card. It would help with the retention data. The state says there should be more faculty advisors and fewer counselors. Right now the ratio is 1000 to 1. There are three things that need to be looked into: more information on the drop card, maintain counseling staff, and exit survey for students.

District-wide Technology Plan Discussion Richard said that the FSCC felt that technology was ever increasing so the issue was taken to the Chancellor's Consultation meeting, initiating a District-wide Technology Plan which determined that \$60,000 per year will be saved using an improved phone and e-mail system. The District-wide Technology Plan includes a new telephone system where every office will have a direct dial line. This should be ready to implement within two years. This will be paid for with bond money. Cognos will be replaced by a Microsoft Business

Intelligence program with unlimited licensing, and will be much like Cognos. There will be a new e-mail system called live@edu. which will give us more e-mail space size. This project will be started in August. The ability to drop students via Web adviser will be available and starts this summer. The district will be moving to a unified learning management system. A district-wide committee, with heavy faculty involvement will be formed to determine which system will be chosen. Research and planning will be going to one main office housed at the district. Wendy is advocating the need to get the SLO information into a database. She asked if we will be getting access to the share point add-on called MOSS, a database from Microsoft.

Achievement Gap Discussion Issues discussed today affect the achievement gap issue.

College Committee Reports There were no college committee reports.

President's Report Bomb threat procedures were discussed at the Safety Committee. Teddy Terstegge will be returning to patrol and his current position will be eliminated. At the College Council meeting, basic skills expenditures were moved forward, and the material fees policy was discussed and approved. The Research and Planning Road Show returned positive reviews. Campus safety and the Measure A updates were discussed. Mack and Mariles will be making budget updates. 1,307 hours must be cut from the Fall schedule at CCC because of budget cuts resulting in about 50 classes being cut. The President's Cabinet has completed all the Fall 2010 Program Review recommendations.

Open Discussion There were no open discussion items.

Adjournment – The meeting was adjourned at 3:45 p.m. and the next meeting will be August 15, 2011.