

**Academic Senate Council Minutes
Contra Costa College
Monday, January 23, 2012**

Those in attendance were: Wayne Organ, Rick Ramos, Beth Goehring, Aminta Mickles, Wendy Williams, Bonnie Holt, Luci Castruita, Alissa Scanlin, Seti Sidharta, Gabriel Gonzalez

Absent: Irena Stefanova, Kenyetta Tribble, Chris Tarp, Ellen Geringer

Call To Order with Introduction of Guests Meeting was CTO at 2:15 p.m. Sandra Everhart was introduced as a guest.

Approval of today's Agenda and minutes of December 5 meeting. The agenda and minutes were approved.

Presentations from the Public/Senate Announcements There were no presentations from the public. Wayne announced that Aminta Mickles and Peter Lock were replacing Andrew Kuo as co-representatives for the LAVA division.

Discontinuance Process in Regards to Dental Assisting Sandra thanked the Council for pursuing this issue. She shared with the Council her experience of having the Dental Assisting program discontinued and the feeling of helplessness she felt. She was never included in any of the meetings where the matter of the Dental Assisting Program discontinuance was discussed; and, she was taken by surprise when she learned from a faculty member at DVC that her program had actually been discontinued. She explained that productivity for the Dental Assisting program is dictated by the Dental Association because of work safety and since Dental Assisting is a small program, retention data looks worse than if it were a larger program. It is projected as a growth industry even in these hard economic times. Since a degree isn't required for the Dental Assisting program, many students, after finding jobs, return to CCC to complete their AS degrees. There are no other community college Dental Assisting programs offered in Contra Costa or Solano counties, so therefore, the courses taken at CCC may not be transferable to "for profit" Dental Assisting programs, such as Western Dental. It is doing the students an injustice to discontinue the program before the student is able to complete it.

Wayne said that the survey on program discontinuance shows that it is a state-wide interest. Rick asked for information on methodology from the survey. CCC does not have a Program Discontinuance policy in place. There is a CCCCD policy, and those procedures should have been followed. The Council agreed that there is a need for action to stop the discontinuance of the Dental Assisting program because the District procedures were not followed. Wayne wants to get a policy adopted first, and that the timing of this is important. Wayne asked and received permission from the Council to work with the UF to get the Dental Assisting program off the Discontinuance List because the Academic Senate and United Faculty were not consulted. Two violations of the CCCCD policy were made in the process; one being that the discontinuance was not connected to Program Review; and, second being that there was no Academic Senate and United Faculty involvement.

Wayne had distributed binders to the Council members beforehand, that contained the background and timeline of the Dental Assisting program discontinuance, CCCCD Board Policy 4008, Curriculum and Instruction Procedure 4008, Program Review documentation that showed that the program was never recommended to be discontinued and not discussed with the Academic Senate president, along with four Program Discontinuance Administrative Procedure models from Cuesta, Los Angeles Valley, Southwestern, and Los Medanos colleges.

Wayne will use the Cuesta policy as the base for the CCC policy. A task force was created to gather data to define program revitalization, suspension, or discontinuance for a policy recommendation to College Council. Wayne will create a draft and will send it to the Council for review and suggestions. The Council approved that once the proposed policy is agreed upon, Wayne will approach the Classified and ASU for consultation and support. It will become an action item on the February 6 Senate agenda and placed on the March agenda of the college Council.

Task Force on Student Success Update The task force recommendations were approved by the State. Not how will they be implemented? Brown passed a bill that budgets must be categorical which means that the departments will fight over local funding.

Achievement Gap Update Wayne said that the new Governing Board president says that the Achievement Gap issue is a high priority. He said that CCC is perceived by the Governing Board to be ahead of the other campuses in regards to this issue.

Senate President and College Committee Reports Tabled for lack of time.

Open Discussion Wendy asked if a discussion on shared governance in regards to a Box 2A rubric use, and planning and resource allocation, be included in on next agenda. Rick asked to include discussion on the Substantial Change

project he is working on the next agenda. Beth asked to include a discussion on CIC processes and procedures on the next agenda.

Adjournment Meeting was adjourned at 3:55. Next meeting will be on February 6.

DRAFT