

Academic Senate Council Minutes
Contra Costa College
Monday, February 6, 2012

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

Absent: Irena Stefanova, Chris Tarp, Gabriela Segade

Call To Order with Introduction of Guests The meeting was called to order at 2:15 p.m. Sandra Everhart and Jason Berner were introduced as guests.

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 or Senate announcements.

Program Discontinuance Process Wayne reported that Interim College President, Dan Henry, supports the procedure proposal and Dental has been removed from the "Programs In Trouble" list and will go through the procedure using the new discontinuance process when it is approved. Wayne will be taking the proposal to the ASU on Thursday, February 9, and then to the Classified Senate on February 15. Wayne thanked the Council for all the work they put into this proposal. Dan will also continue to fund the Teacher Mentor Program. Wendy explained to the Council that she tried to tie the discontinuance process to Program Review, but that the discontinuance process could also come from a faculty member, a division dean, etc. She feels that the process would still need more specific methods that reflect references to SLO results.

Shared Governance Discussion The Council agreed to accept the 37 question Achievement Gap Student Survey as is for now, but would like to be able to add additional questions later. Wendy would like to be able to use some of the answers for cross campus SLO use using a data base so that information for individual programs could be extracted since the student does indicate which program they're involved in. The Box 2A rubric issue and the Process for Prioritization proposal will be returned to the next agenda.

NEXUS Checklist from Staff Development

The Council would like the following changes to be made to the NEXUS Checklist.

Under Training and Workshops

- Teaching and Technology - they would like Web CT replaced with District-wide online software.
- Web Advisor – they would like In Site Portal added
- Kenyetta would like 2 hours for Articulation added somewhere under training, or include it in Faculty Orientation
- Wendy would like to see a UF presentation added
- Add retirement information to Faculty Orientation

Explain what NEXUS stands for.

Substantial Change Project and Senate Involvement Rick reported that during the first meeting, they stripped a 150 page document down to 24 pages. The current Distance Ed form by itself doesn't cover everything that the course covers or how the course is to be taught. April 3 is the deadline for this to be on the ACCJC agenda for March. An analysis of the graduation requirements is needed. 50% or more of general education requirements for online degree (which includes telecourses) must be taught online.

CIC Processes and Procedures Discussion The question of when the CIC manual was going to be updated was answered by Jason. He said that the new CurricuNet system should be up by March 2012 and training will begin. By Fall 2012 the manual should be updated to include the new processes and forms. There was also a complaint that the CIC was asking for budgetary information they had no right to ask for when approving course proposals. Jason said that was a misunderstanding. That particular department wanted to extend the hours and units of a course with a low retention rate. The CIC approved the proposal (ENGL 1A) to increase the lecture and unit value from 3-4 without any increase in course content, but felt that if, during Program Review, the retention rate had not improved, funding would probably be effected. In this particular case, there was no increase in course content regarding articulation and that the reason and justification for extending the course by an hour was just to have more time to teach the same content. Kenyetta said that since the local graduation English requirement is set at 3 units, students would possibly go to DVC to take the same course for the 3 units. Another complaint was that course proposals are still sitting on the vice-president's desk and have not been moved forward. Kenyetta said that the last signature required for course proposal approval is the CIC Chair and that only programs/certificates must be approved by the vice president before going to the Board and that the three campuses' vice presidents must meet to approve the proposal.

Task Force on Student Success/Achievement Gap Updates Rick said that in the Achievement Gap meeting he

attended, it was decided that Student Ed plans and the Mentor process need to be worked on; there is a need to institutionalize orientations in the high schools; try to support counselors; and, not ready to do the professional community outreach yet. The FYE is Monday, February 13 at 2 p.m. in the cafeteria. The idea of a Montessori program based Ed Plan, as ECHD (Grillo) is doing is being promoted. Wendy said that faculty should schedule courses three semesters ahead, barring budget cuts, and it should be part of the scheduling form. She said that just the course number needs to be scheduled, not the complete hour and room schedule.

Senate President's Report Wayne left the meeting early so there was no report.

College Committee Reports Kenyetta reported that at the Council of Chairs, Donna gave an update on course cancellation. The summer schedule will be cut by 5.7%.

Open Discussion Kenyetta said that DVC wants to change the Wait List from 5 days to 3 days. It needs to be a district-wide policy change. Kenyetta asked that Student Services Committee be added as an agenda item regarding this issue.

Adjournment Meeting was adjourned at 3:55. Next meeting will be on March 5.