

**Academic Senate Council Minutes
Contra Costa College
Monday, March 5, 2012**

Those in attendance were: Wayne Organ, Kenyetta Tribble, Rick Ramos, Beth Goehring, Peter Lock, Wendy Williams, Bonnie Holt, Alissa Scanlin, Seti Sidharta

Absent: Luci Castruita, Irena Stefanova, Chris Tarp, Gabriela Segade, Gabriel Gonzalez

Call To Order with Introduction of Guests The meeting was called to order at 2:15 p.m. There were no guests in attendance.

Approval of today's Agenda and minutes of February 6 meeting. The agenda and minutes were approved.

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

Proposed Policy on Program Revitalization, Suspension, or Discontinuance Update (Wayne) Wayne took this to the Associated Students Union. There were two small changes. The ASU president will be notified in Stage 1 and a student will be included in the composition of the Task Force. The Classified Senate was receptive to it, with no expected changes. Wayne received a lot of individual comments from the Management Council. The proposal will now be discussed with the deans and then taken to College Council. Wayne said that the main sticking point is the case of multiple indicators for bringing the program through the process with the exception of financial reasons. All discussion will be in public record. What constitutes one reason over another that two different programs are too costly? Rick feels that the community should be involved. Wayne says at Stage 1, the program needs to make its case at College Council with college and community supporters. Wording is needed to suggest what the threshold should be. A 4-person workgroup at College Council will be formed to hash out these issues. Eventually, the state needs to recognize that programs fall under different criteria. An example is needed of what Dan wants, before we continue, that tells us that this is not an arbitrary and non-substantial excuse.

Role of the Senate in Assisting Departments in SLO Assessment Completion (Wayne) Wayne said that we need to hit 100% SLO assessment by the beginning of Fall 2012. If the departments need help, some type of assistance will be given by the Senate Office. Classes not being offered will need to be removed from the catalog. Wendy said we had interpreted that the completion date was at the end of 2012, but now the ACCJC says it needs to be done by the beginning of Fall 2012. There were two groups, one that fell into the Fall 2012 deadline and one that fell into the Spring 2013 deadline. We fell in the Fall 2012 group. Wendy says we may be able to do a footnote that allows SLOs that will be assessed by Spring 2013 to be allowed to be listed on the Fall 2012 ACCJC report.

Shared Governance Discussion (Wendy)

Box 2A Rubric and Process for Prioritization process/timeline proposal Wendy says to treat this rubric as a beginning and present this as a process for Box 2A. Wayne said that another administrative policy may need to be proposed. Wayne said that he is working on establishing a Wiki associated with the Academic Senate on the Portal where faculty will be able to provide feedback on form. He feels we should handle this issue the same as we did the program discontinuance. The Council agreed that this form should be posted. This issue will be the Council's next project to ensue. Wendy said that this can be used as a budget request also because it also ties into SLOs.

Establishment of process for evaluating how well the SLO assessments are done Wendy says that it just came to her attention that many faculty don't know much about SLOs and why they need to be done. It is to collect information about student learning to provide evidence in decision making. Wendy says she has been asking for years for a SLOA form. We need a supplemental program for SLO on CurricuNet more than using \$10,000 to replace computers. The program could also be used for the Achievement Gap issue. Rick says he can possibly get funding for the SLO program through a CTE grant, but it would need to be submitted by March 12. Wendy said she would get with James, Jason, and Rick to write this grant proposal. Wendy says we are stipulated by the ACCJC, but we are not doing this, to be continually improving the assessment process that evaluates how well the SLOs are being evaluated. Wayne's strategy to meet this stipulation is to write a resolution, breaking this problem up into smaller issues. Wendy says that management needs this SLO program to make decisions based on SLO data, in which the ACCJC will ask for.

Senate Representation to College Council (Wayne) Wayne says that since he has been attending the College Council, he realizes that some of the faculty representatives, selected to these positions during Richard's term, have no idea of the current actions being discussed at the Senate Council meetings. He feels that the faculty reps to the College Council should come directly from the Senate Council. The Council agreed with Wayne and the composition of the faculty reps on the College Council should include the Senate president, vice-president, and three other Senate Council members with alternates. This year the reps will include Wayne, Kenyetta, Wendy, Bonnie, and Beth. The alternates will include Peter, Aminta, and Rick.

Substantial Change Project and Senate Involvement Update (Ramos) Rick said that the Substantial Change group is way ahead of schedule. There are four degrees, and eight certificates, with 50% of the courses required for the Transfer degrees and certificates are online. He said that instructor competency and the complete description of how the course will be taught needs to be shown. The completed project will be brought to the Senate for consideration.

Change of waitlist from 5 days to 3 (Kenyetta) DVC wants to change the Student Waitlist from five down to three days. Seti would like to know if it is three business days. Currently, a student has up to five days to respond to the notification that they may be eligible to take the Waitlist course. This time frame will be lowered to three days.

CCC role in the Teaching Excellence Internship Pilot Program (Wayne) Tabled

Proposed Program Review Changes proposed by Helen Kalkstein Wayne asked the Council to review the proposal and send any comments to him.

Task Force on Student Success/Achievement Gap Updates The next meeting will be Wednesday, March 14 from 11 a.m. to 1 p.m. in the CRC.

Senate President/College Committee Reports There were no reports.

Open Discussion There was no open discussion.

Adjournment Meeting was adjourned at 3:55. Next meeting will be on March 19.