

**Academic Senate Council Minutes
Contra Costa College
Monday, April 16, 2012**

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

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. There were no guests in attendance.

Approval of today's Agenda and minutes of March 5 meeting. The agenda was approved. The minutes were approved with a minor correction.

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

Proposed Policy on Program Revitalization, Suspension, or Discontinuance Update Wayne reported that Management asked for the college vice-president or designee to be included in the Task Force because the VP is considered district-level. The non-voting Task Force is composed of five faculty, one classified, one student, one manager, and the VP or designee. The Senate Council agreed with the revision. Wayne will take the revision to the management, classified and student council meetings for approval.

SLOA Completion Update Wayne reported that all courses active in the 2012-13 catalog must have completed the course-level assessments by the beginning of Fall 11. The Senate office has been assisting with the SLOA completion by completing paperwork to remove the courses from the catalog, making changes to the majors because of the deletions, and helping complete the SLOA forms for those courses that are will undergo assessment this semester or during the summer. There are still 50 courses that need to be deleted or SLOA completion. It was stated that if a course has not been taught for five years, it can be removed from the catalog.

SLO Addition to CurricuNet Update Wayne reported that CTE received a Perkins grant for creating a solution to the SLO database issue. It will pay for the initial cost and the fee until 2016. Initially it can only be used for CTE before moving forward with academic. CIC will be having a CurricuNet demonstration on April 30 from 2-5 p.m. in the Library computer lab. Wendy will try to arrange for the SLO component to be added in the demonstration.

SLOA Department Reporting Form - Informational Only Wendy explained how the SLO component will look. She has asked for a question to be added to the SLOA Reporting form to rank services that are needed so that it helps the department when it comes to Box 2A and the budget.

Shared Governance Discussion Wendy reported that when she attends SLO conferences, that most colleges have Research and Planning and SLO Coordinating management attending, but our college doesn't. Therefore, most of the management here does not have any idea of the part they play in the SLO issue. She reported that she attended the Management Council and brought this to their attention.

Wendy asked the Senators to take the scoring rubric to their division meetings and get faculty input as to what they would like removed and/or included. Wayne will send

ASCCC Resolutions for Spring Plenary April 19-21 Wayne and Kenyetta will be attending the Plenary and voting on the resolution will be done on Saturday. He asked the Senators to review the proposals that may affect their divisions and email any concerns to him or Kenyetta before the voting on Saturday.

Proposed Changes in the College Mission Statement – Lifelong Learning Wayne sent the Mission Statement out to the faculty and wants faculty to realize that SLO are the best way to get money. He did a word analysis on the ACCJC guidelines, Mission Statements from four other colleges, and then all the department Mission Statements and found shared keywords found in all the Statements. He would like the departments to re-write their Mission Statements using their own statements.

Proposed Program Review Changes proposed by Helen Kalkstein Update Wayne reported that he has a meeting with Helen on Wednesday, April 18.

Achievement Gap Updates The Student Engagement Survey was reported on. Kenyetta found that some departments were resistant and some were not in administrating the survey. Some questions did have a Not Applicable option so she's not sure how that will affect the survey. Seti said that it took students as much as 1-1/2 hours to as little time as 10 minutes to fill out survey with some students just scribbling anything down. She also said that many of the students could read well enough to answer the questions reasonably. Wendy said that they are trying to get the faculty to talk about the gaps and why there are gaps.

Senate President/College Committee Reports There were no reports.

Open Discussion Wayne said that the CIC Chair election is coming up. The election must happen in May. Beth asked about getting the scanner back from Tim Clow for student evaluations. Faculty evaluations are not being completed. Wayne will look into this.

Adjournment Meeting was adjourned at 3:45. The next meeting will be on May 7.