

**Academic Senate Council Minutes  
Contra Costa College  
Monday, March 4, 2013**

**Those in attendance were:** Wayne Organ, Kenyetta Tribble (by phone), Suzanne Huey, Beth Goehring, Alissa Scanlin, Seti Sidharta, Bonnie Holt

**Absent:** Irena Stefanova, Rick Ramos, Luanna Waters, Aminta Mickles, Chris Tarp, Ellen Geringer

**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 4 meeting.** The agenda and minutes were approved.

**Presentations from the Public/Senate Announcements** All ASC meetings will be accessible using CCCCONFERENCE for phone meeting participation if you are either on or off campus. Directions on how to access the meetings are written beneath the agenda. Landline users dial (888) 450-4821 and cell phone users dial (719)-785-4469; and, enter the password that will be included on the agenda. There were no presentations from the public.

**Families of Classes Update** – Wayne gave an update at the Chancellor's Consultation. The PE families have collapsed into twelve families. It is final that there can only be four takes regardless of course repetition for grade. Repetition of course is allowed for major, or if it is required as a CSU graduation requirement. We have a process established to approve family statuses. Wayne also gave an update on Music and Art. He really wants to work with other districts to make sure we're not being too restrictive. There was a minor change in Dance, but it's pretty final. Drama has not changed much. Film and two technical theater courses were added. DVC offers four levels of Spanish with four takes each for a total of 16 repeats. They can do this because it is not an activity course. There is an April 1 deadline to agree on the families.

**Faculty Online Teaching Self-Assessment Form** – Tabled in Rick Ramos' absence.

**Mission Statement Draft Discussion** – Wayne went over and explained the mission statement. He needs a sense of how the Senate feels regarding the changes. The old statement was too passive. Some of the statement got rolled over to the college goals. Shared governance was changed to inconclusive decision making. Wayne also went over the college goals and explained the changes. Professional Development that is focused on student success was added. Wayne sent out the nine questions and received responses for those. There were no changes in the Beliefs. Mission Values are still being worked on regarding the Freedom statement. The Council reviewed the Mission Statement and the following was noted.

- Mission Statement is too long.
- First part should explain "Who, What, Where, and How."
- Second part should explain "What we are."
- Third part should target the client.
- Fourth part should explain what we offer.

The Council decided to rewrite the statement into two full sentences. Wayne made the changes to the document as it was discussed. The Council approved the revision.

**Shared Governance Discussion Operational Budgets and College Resource Allocation Process** Wayne is going around to all the Division meetings and doing a Dog and Pony Show on aligning resource allocation with strategic initiatives. Wayne thinks we're the only college in the state doing this. Wayne is hoping that the Annual Plan and Resource Allocation Request will be done on one form once a year. Building an operational budget every year for zero balance budget is too time consuming.

**Committee Structure** – This has gone to College Council. The Senate Council would like Wayne to confirm that it is a reporting structure and not an approval structure. And that the committees' decisions actually have some teeth. Wayne said that College Council shouldn't create new ideas, but approve fully created ideas.

**Faculty Keys Discussion** – This issue will be returned to the next agenda. Wayne asked the faculty their thoughts on being responsible for locking and unlocking their classrooms. The responses were shared with the Council, but the decision to support having keys or not has not been decided, so Wayne would like this issue to be taken back to the Divisions by the Council representatives. It was noted that there is a need to consider having the ability to lock the classroom doors from the inside in case of violence, and that there should only be key cards to the buildings and not individual classrooms.

**College Council Caucus Vote on Dental Assisting** – The Program Discontinuance, Revitalization, and Suspension Committee has recommended suspension, not discontinuance, because a program cannot be discontinued for financial hardship. DVC would not give credit for the Dental courses the CCC students had taken when the students applied to finish the program at DVC. Wayne said that Board Policy says that we must continue the program if there are students left in the program. President Noldon wants to suspend the program for one year and then re-evaluate it. That may be in violation of Board Policy if students are not being taken care of. The Senate Council voted not to agree with the committee to suspend the program.

**Committee Reports**

**CIC** – Kenyetta gave an update on CurricuNet in which it was stated that it was hard to know when it would be up. James has been busy with the email immigration issue and there is still a problem with the work flow. CIC is dealing with repeatability and Accreditation Standard IIA. The new Distance Ed form has issues on whether it will be approved by the distance Ed Committee, or CIC. She stated that DIC members need to be trained. She stated that after she signs off on proposals, the Instructional Office will follow up with the faculty instead of her.

There was a complaint that the CIC is doing Content Review on minor courses revisions, causing the approvals to be delayed. Wayne said that this issue would be discussed at the next Senate Council meeting.

**The meeting was adjourned at 4 p.m. The next meeting will be April 1.**