

Academic Senate Council Minutes

Contra Costa College

Monday, August 20, 2012

Those in attendance were: Wayne Organ, Kenyetta Tribble, Rick Ramos, Aminta Mickles, Alissa Scanlin, Seti Sidharta, Wendy Williams, Irena Stefanova, Bonnie Holt, Vern Cromartie, and Rodney Woodsen.

Absent: Luci Castruita, Beth Goehring, Chris Tarp, Ellen Geringer

Call To Order with Introduction of Guests The meeting was called to order at 2:15 p.m. Rodney Woodsen, from the Advocate, was introduced.

Approval of today's agenda and minutes of May 7 meeting. The agenda and minutes were approved.

Presentations from the Public/Senate Announcements Wayne announced that the 40% release time received for the Planning Chair position is being passed to the VP/CIC Chair position. The Planning Chair is now a faculty position that will be continued as a Senate President responsibility.

Dialoguing and sharing information about the Accreditation timeframe, committees and standards. Donna distributed the Accreditation Timeline and Steering Committee list approved at College Council in April. She said that CCC is at the second stage. The Steering Committee will be responsible for writing the accreditation standards that apply to their committees. The Committee composition is composed of the following:

- Planning (formally Research and Planning) will be responsible for Standard I-A and B.
- Student Services (formally Student Services Forum) will be responsible for Standard I I-B.
- Ad Hoc, Learning Resources and Technology Planning (formally Title III and Library) will be responsible for Standard I I-C.
- College Instruction Committee will be responsible for Standard I I-A.
- Professional Development Committee (formally Staff Development) will be responsible for Standard I II-A.
- Operations Council will be responsible for Standard I II-B.
- Technology Committee will be responsible for Standard II I-C.
- Budget Committee will be responsible for Standard II I-D.
- President's Cabinet will be responsible for Standard I V.

The Midterm Report and 2008 Self-study is online. Donna will send out links to them. The Senate will approve the motion put forward to support the accreditation process and timeline at the next ASC meeting.

Proposed Policy on Program Revitalization, Suspension, or Discontinuance Update Wayne reported that the policy got approved at the College Council and is now a CCC policy and procedure. CCC is the only campus that has this policy which may become the model for the district if it works well, which means that it must be data driven and not emotionally driven. Dental will be the first program to follow the process.

CurricuNet Update Kenyetta has been having training workshops for faculty in which 15-20 faculty attended . The course information has been uploaded into the system but some of the information has been lost or may be incorrect. She asks the faculty to access CurricuNet using the following link: www.curricunet.com/contracosta and logging in using their InSite Portal user name and the password "mm/dd/yyyy" of their birthday and compare their course outlines to what is entered on CurricuNet. All faculty will be linked, but right now, only full-timers are, with part-time faculty being added later. There are no Help fields yet. The public must have access to our course outlines as a public record. Kenyetta will blast out an email to faculty regarding their access to CurricuNet.

SLOA Department Reporting Form Update Wendy reported that there will be no change to the form until the CurricuNet add-on is completed. Rick received a \$17,000 grant to purchase the software and also received a second grant for an Online Education Plan template. This is an important step towards accreditation. Rick also received money for degree audits. The timeline for getting CurricuNet up and running will be August/September with the SLOA add-on up by October.

Shared Governance Discussion

- **Workgroup for Budget Augmentation Process** Tabled
- **Box 2A rubric and Process for Prioritization process/timeline proposal** Vern suggested an area to show how many times a department has applied for Box 2A.
- **Establishment of process for evaluating how well the SLO assessments are done.** Wendy distributed the draft 0-4 point weight rubric for evaluating assessment results of SLOs and AUOs. Dialog and discussion was added as the fourth criterion. Wendy would like the Council to choose one option or combine options on the draft proposal she distributed. She will send out the link to extracts from ACCJC section letters.

- **Restructuring campus committees** Wayne has been tweaking the shared governance organizational structure of CCC. He said that some committees have not met in years.

Proposed Changes in the College Mission Statement Update Wayne reported that ACCJC, State, and District does not want to include “Lifelong Learning” . He will bring the Mission Statement to the Council before it is approved.

Senate President/College Committee Reports Wayne would like to include CIC as a standing report committee.

Open Discussion

Cross-over Courses Kenyetta said that this issue came to her attention in regards to PE197 Human Development Throughout the Lifespan and PSYCH 128 Life Span Psychology, where PE 197 (now KINES 197) can be used to satisfy the developmental psych prerequisite requirement for our Nursing program and is transferable to CSU as an elective under its original title Applied Human Movement. PE/KINES 197 can not be used as a substitute for the PSYCH major; it does not satisfy a CCC GE requirement, and has not been accepted for CSU GE transfer. This issue will be returned to the next Academic Senate Council and a policy to clarify this and similar issues in which disciplines develop courses with overlapping content will be proposed.

Adjournment – Meeting was adjourned at 3:55. Next meeting will be held September 17.