

**Academic Senate Council Minutes  
Contra Costa College  
2600 Mission Bell Drive, San Pablo, California 94806**

**Monday, May 4, 2015**

**Location: AA216**

**Meeting Called To Order at 2:20 p.m.**

**Committee Members in Attendance:** Wayne Organ (President), Irena Stefanova (LA), Bonnie Holt (LA), Beth Goehring (LAVA), Rick Ramos (LAVA), Seti Sidharta (NSAS), Alissa Scanlin (SS), Andrea Phillips (SS), Judy Flum (DE), and Katie Krolkowski (CTE).

**Committee Members Absent:** Gabriela Segade (VP/CIC) and Pam Rudy (NSAS).

**Visitors in Attendance:** There were no visitors in attendance.

**CONSENT AGENDA ACTION ITEMS**

**May 4 agenda**

**ACTION:** Seti motioned to approve agenda with the removal of C6 Enrollment Challenges; Bonnie seconded; Wayne, Irena, Bonnie, Beth, Rick, Seti, Alissa, and Katie were all in favor; no abstentions. Judy and Andrea arrived after the agenda was approved.

**April 20 minutes**

**ACTION:** Bonnie motioned to approve minutes; Irena seconded; Wayne, Irena, Bonnie, Beth, Rick, Seti, Alissa, and Katie were all in favor; no abstentions. Judy and Andrea arrived after the minutes were approved.

**NON-CONSENT AGENDA ACTION ITEMS**

**Senate Bylaws Revision**

**ACTION:** Beth motioned to approve the senate bylaws revisions; Seti seconded; Wayne, Irena, Bonnie, Beth, Rick, Seti, Alissa, and Katie were all in favor; no abstentions. Judy and Andrea arrived after the bylaws were approved.

**Senate Approval of New Program Review Template**

The template lacks many of the components, including labor market data, which are required for CTE program reviews. CTE programs also have to be done every two years. The concern is that using the new template will cause more work for the CTE faculty. The CTE committee is requesting a template that includes these extra components required for CTE program reviews. Wayne said that there are very few opportunities for the Senate to be in charge of making monumental changes, and this is one of them. Wayne will investigate the modifications needed to adjust the template to include the components required for the CTE programs. DVC is also working to include administrative units in their program review template.

**ACTION:** Beth motioned to approve the template with the stipulation that CTE programs can use the old process until the new template can be adapted to fit their needs; Seti seconded; Wayne, Irena, Bonnie, Beth, Rick, Seti, Alissa, Judy, Andrea, and Katie were all in favor; no abstentions.

**INFORMATION/DISCUSSION**

**Results of Compressed Calendar Survey and ASC's Position Update** The summarized survey responses concluded that the full and part-time faculty who are against moving to a compressed calendar do so believing that the students need more time to learn the required material; that longer courses would benefit the students; and that it's not possible to shorten their classes to 16 weeks. The full and part-time faculty who were for moving to a compressed calendar do so believing that there will be more opportunity for the students, less student drift, and that it would better align with K-12. Judy would like the calendar to reduce the time to add courses from two weeks to one week. LMC's senate will be voting on the issue May 6. They are doing a survey of the whole faculty asking one question, "Do you want the UF to negotiate the 16-week calendar?" In regards to the UF survey, CCC's 71 votes resulted in 50% No, 48% Yes, 2% Undecided; CCCCD's 330 votes resulted in 27% No, 50% Yes, 23% Undecided; DVC's vote resulted in Yes; LMC's vote resulted in Yes. The soonest the compressed calendar could go into effect would be Fall 2016. Whether the calendar is left at 18 weeks or changed to a 16 week schedule is the purview of union. The FSCC will continue calendar discussions before being resolved during union negotiations.

**Strategic Plan Discussion** Wayne reviewed Strategic Plan 2015-2020 (which he titled Vision 2020) with the Senate Council. The timeline for approval is 1) Planning Council, 2) 1st and 2<sup>nd</sup> reading at College Council, 3) May 28 to CCC President, 4) June 24 to Governing Board.

**Incomplete Grade Form Language Update** The interpretation of the Title 5 language is vague, so the colleges can determine the process as they want. The 75% language is not in Title 5 so therefore it's a district policy with no reference to the amount of time or hours. Title 5 states that the student has up to one year to complete the requirements for the course after being issued an Incomplete. Napa College had determined that it is decided between the faculty and student. Berkeley City College has determined that if 75% of the term is complete that an Incomplete can be issued, based on attendance only, not coursework. Solano College has determined that an Incomplete can be issued only if the student doesn't take the Final for some unforeseen reason. Santa Ana College has determined that an Incomplete can be issued for 75% completed work with passing grade. CCC has determined that an Incomplete can be issued for 75% of time in class. The Senate Council is

asking for clarification; that the 75% date is included in the calendar; and a policy to be written and approved by the College Council. Beth will contact other colleges regarding the language they use in their Incomplete Grade policies for discussion at the next Senate Council meeting.

**Enrollment Challenges - Results of Noel Levitz's fact-finding visit Update** Removed from agenda.

**SENATE REPORTS, PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION**

There were no Senate or college committee reports, or presentations from the public. Judy announced that D2L has been renewed for three more years. After the three years, the LMS will be "Campus".

**Adjournment – First meeting of 2015-16 will be August 17.**