

Academic Senate Council Minutes
Contra Costa College AA216
2600 Mission Bell Drive, San Pablo, California 94806
Monday, August 18, 2014

Call To Order: The meeting was called to order at 2:15.

Committee Members in Attendance: Wayne Organ, Irena Stefanova, Bonnie Holt, Alissa Scanlin, Pam Rudy, Beth Goehring, Rick Ramos, Judy Flum, and Andrea Phillips arrived after the consent agenda was approved.

Committee Members Absent: Gabriela Segade and Chris Tarp.

Visitors in Attendance: There were no visitors in attendance.

CONSENT AGENDA ACTION ITEMS

August 18 Agenda Bonnie motioned to approve agenda with the removal of discussion item 4C. Academic Senate Bylaws; Alissa seconded; Bonnie, Irena, Alissa, and Pam were in favor; there were no abstentions.

May 5 Minutes Bonnie motioned to approve minutes with minor changes; Alissa seconded; Bonnie, Irena, Alissa, and Pam were in favor; there were no abstentions.

NON- CONSENT AGENDA ACTION ITEMS

DE Teacher Criteria (Final Draft) Certain criteria must be met to qualify courses as distance education (online or hybrid) and not correspondence courses. President Noldon has provided money for the creation of more distance education courses. It was asked whether it was the department chairs' responsibility to gather evidence of the requirements. Examples of the evidence would include proof of distance education courses taught at other schools, podcasts, or webcasts. Judy or Rick could be available to sit on the hiring committees if necessary. Judy will visit the division meetings to speak about hiring distance education instructors. Rick said that if a course is listed on the State Virtual College list, that would also meet the requirement to teach an online course at CCC and would add to FTE. Judy said that CCC now has 35 online/hybrid courses available. Judy said that Jeff Michels said that faculty teaching both online and traditional courses should be evaluated. Beth motioned to approve the form; Bonnie seconded; Beth, Bonnie, Irena, Alissa, Rick, Judy, Andrea, and Pam were in favor; there were no abstentions.

INFORMATION/DISCUSSION

Change of Grade Audit Relating to Incomplete Grade Contacts Discussion What is on the form is misleading and students are being misinformed. Since this is a district policy, Wayne will take this issue to the FSCC for interpretation of the policy before approaching Catherine to correct form.

Program Review Reform/Survey Regarding Program Review Discussion Wayne reported that DVC has created a template with all data that once had to be researched and then cut and pasted into the report, is now automatically included in the template. He is using the template to complete the program review for Drama. The upside to using the same template across the district is being able to compare the three colleges' program reviews. Allocation process would be done using program review results. It could go from a 4-year cycle to a 6-year cycle. Wayne projected and discussed improvements that can be made to the template, such as comment sections with character limits. PSLO assessment, resource allocation, and resource requests are included in the template. Wayne discussed whether a survey should go out asking for faculty to identify important issues regarding Program Review.

Academic Senate Bylaws Review (First Read) Removed from agenda.

STANDING COMMITTEE REPORTS

Curriculum Instruction Committee No report was available.

Student Services No report was available.

SENATE PRESIDENT REPORT

No report.

COLLEGE COMMITTEE REPORTS

There were no college committee reports.

OPEN DISCUSSION

- The January 9 All College Day will take place at the Concord Hilton. It is being presented by Chancellor Benjamin. It will be called “Convocation by Innovation” and will present training on innovation – what works and what doesn’t. Faculty feel that All College Day needs a change. Wayne said that the President’s Cabinet makes the decision regarding the ACD agenda, but that faculty can vote to change the agenda. It would seem that the cycle will be broken at this upcoming ACD and would be a good opportunity to make a change to how ACD is organized.
- Rick thinks a permanent outreach person should be hired.
- The faculty feel that the new catalog is confusing and hard to maneuver.
- Access to Web Advisor for transcripts and old Ed Plans are no longer available. Students can only see what courses they passed but not attempted courses. Only screen shots can be done. New Ed Plans are no longer accessible. Wayne will bring this issue to Mojdeh.
- Wayne asked to consider having a non-voting community member on the Academic Senate Council.

Presentations from the Public/Senate Announcements

There were no presentations from the public or Senate announcements.

Adjournment

The meeting was adjourned at 4:00 p.m. The next meeting will be September 15.