

**Academic Senate Council Minutes
Contra Costa College
2600 Mission Bell Drive, San Pablo, California 94806
Monday, October 7, 2019**

Call To Order with Introduction of Guests at 2:15p.m. in GE305.

Committee members in attendance:

Academic Senate President: Katie Krolikowski

VP/CIC: Mark Wong

LA Rep: Randy Carver

SS Rep: Luci Castruita, Lorena Gonzalez

LAVA Reps: Erica Watson

NSAS Rep: Leslie Alexander

Distance Ed: Mike Kilivris

CTE: Lucile Beatty

Guests in attendance: Karen Ruskowski

AGENDA ACTION ITEMS

October 7 agenda

September 16 minutes

ACTION: Approved

MOTIONED: Lucile

SECONDED: Luci

ALL IN FAVOR: Katie, Mark, Randy, Erica, Luci, Lorena, Lucile, Leslie

ABSTENTIONS: None

NEW BUSINESS

Semester/Year priorities for ASC

- The Senate needs to be proactive vs. reactive.
- Develop effective communication
- Carry out our 10+1 charge
- ASC leadership and involvement
- Succession planning

Distance Education Committee Highlights

Mike reported that the \$461K OEI grant was awarded and will be used to improve the quality of CTE and related GE online courses. Online sections of 8-10 existing CTE courses in Bus, BOT, and CIS will be developed to help create 5-6 fully online CTE programs and align 20 existing CTE and GE courses to the Course Design Rubric. POCR faculty will receive compensation using grant money to develop and align online courses. The grant will also be used to assemble, expand, and design the CCC DE team. Mike said that the grant is only for one year. The accreditation team will focus exclusively on SP20 online courses and comparing them with Title 5, teacher/student contact, and student/student interaction and collaboration. This has to be included in the Canvas shell to track the contact. The DE team is preparing the faculty for accreditation by drafting a DE Faculty Handbook and policy on regular and effective contact, and developing a new DE addendum to COR. There will be workshops presented on regular and effective contact and online accessibility. 15% of sections are required to be hybrid or fully online. Mike is putting together a list of DE instructors for training requirements.

CIC Committee Highlights

Mark reported that there is better attendance at the CIC but the LA and SS divisions still need one more rep each. The implementation of eLumen has been pushed back to mid spring. The committee approved the guidelines for prioritizing items in the queue in which there are now 139 proposals. He said that now 18 of our 22 ADTs are out of compliance because every time a TMC is changed, our ADTs need to be revised.

Planning Committee Highlights

There are four faculty positions on the Planning Committee and only two are filled. The new Strategic Planning is the committee task. Program Review and Validation is continuing. Elumen will house Program Review and SLO so they'll be in one place. The composition and charge of the committee is being clarified. Katie stressed that there needs to be faculty on this committee for Program Review input. Luci said she had someone in mind and Erica will ask in the LAVA division.

Equivalency Committee Highlights

The current membership is composed of Katie, Beth, Mark, and Randy. The committee granted 6 equivalencies (Nutrition, Ethnic-LARAZA, Ethnic-AFRAM, Engineering, Counseling, and ESL) and two new local equivalency statements (Speech and COOP) this semester.

Shared/Participatory Governance

Katie presented a list of the college committees and pointed out those that were or were not meeting regularly, those that should be deleted, those that had minutes available, and those that needed their charges updated in the College Procedure Handbook. There are a number of committees that need faculty representation and release time positions that aren't filled. Guided Pathways needs a counselor for a release time position for the PPP Workgroup, a 30% release time position for a faculty tri-chair of the Steering Committee, and a release time position on the FYE Workgroup. The senate reviewed and gave input to the new charge proposed for the Student Success Committee. The purpose is pretty wide and vague. The meaning of student success is not stated, and the focus is unclear. It sounds like equity instead of student success. The charge is too big. This was originally the Achievement Gap Committee and now it is too hard to be successful because it's too big. It sounds like they are controlling student success by controlling the money. The senate is onboard with 1-3 but are uncomfortable with 4-6 as they are worded. All action on campus happens in program or unit plans and are resourced by the budget on an annual basis. This committee should be the equity experts, not the equity police. There needs to be collaboration support for training and providing analysis. If committed to equity, there needs to be more conversation.

Executive Hiring

Our request for a 6-week presidential search was considered unreasonable by the chancellor, but we did succeed in getting a larger committee, with a procedure in place for future hiring committees. The application process began Friday. The senate's opinion is that one VP is best for CCC and if we have extra money then more classified and faculty should be hired.

4CD Faculty Senate Plenary

Save the date – November 12 from 2:30-4:30 at District Office 2nd floor Boardroom. The Plenary will focus on the faculty's role in shared governance, particularly as it relates to management hiring and budgetary processes and procedures. Katie encourages the senate to attend.

United Faculty Negotiation Discussion

Academic Freedom protects faculty in the classroom. Faculty who teach online must complete training within the next year and will be compensated for the time. In-class evaluations will all be done using Canvas. There is a change in the Probationary Faculty Timeline. During the third year, a report will go to the president and a decision to hire will be made.

COMMITTEE REPORTS *Written updates provided from Representatives on items for approval, input, or discussion brought up by representative.*

CIC (Mark Wong)

1. We can now generate COR's from the CQN scrape stored in the Excel file. We will produce two versions for each meeting, one with mark-ups to track changes for the eventual eLumen file and a second (clean) version that will be uploaded as per usual and copied to the originator. We tested this process at the 09/23/2019 meeting and it seemed promising.
2. The CIC committee approved a set of guidelines for prioritizing items in the queue and for accepting new items into the queue while we are between curriculum management systems. They include: AB-705 and other compliance issues, Severe Student Impact (without a work-around), adjustments required for grant

and/or contracts.

Guided Pathways (Katie Krolkowski)

1. PS group is doing an analysis of what other GP schools are doing. Looking at what other schools are doing and what things look like (success coach, just in time, etc. what will work best for CCC?). Meta majors work and discussion.
2. Communication to the campus needs to depend on hard work by GP SC and WG members. The WG note/report document will become part of the minutes from the SC. (look for this in the coming month).
3. Discussion about budgets/resources needed to accomplish work and also institutionalize new systems. Budgetary information and planning is missing.

SLO (Lucile Beatty)

New meeting time / Date 2nd Tuesday 1-2 in GE-204

AB705 "Task Force" (Nooshi Borhan, Terrill Mead, Dickson Lam)

1. The purpose of this group is to bring together the key stakeholders in the implementation of AB705 at Contra Costa College.
2. Math (Terrill Mead) English (Dickson Lam) and ESL (Nooshi Borhan) are the key departments involved; and the work will need inputs from many other areas (A&R, Assessment, Counseling, Financial Aid, Outreach, CIC, Guided Pathways, District IT).
3. All students are now recommended to take either ENGL1A or ENGL1AX, thus enabling them to enter and complete transfer-level English within their first semester. This year, the department will evaluate the impact of ENGL1AX. The department is also working to see how best to offer lab support to students in this class (and other English classes).
4. ESL has developed non-credit "mirrored" versions of its lower-level courses (level 50 and levels 1-3). These courses have gone through CIC, and ESL plans to begin offering them no later than fall 2020. Placement tools need to be developed, as traditional multiple measures/guided self-placement tools used by math and English are not practical for many (most) ESL students.
5. The Math Department has begun offering support courses this semester. Several sections of MATH120: Intermediate Algebra, MATH164: Statistics, and MATH171: Pre-calculus have been linked with 'S' courses (MATH120S, MATH164S, MATH171S): These one-unit lab courses are linked to companion sections and taught by the same instructors. The Math Department is looking for ways to enhance their support services.
6. Mayra Padilla encouraged all three departments to think about the research questions they would like answered by the District Research support. A future Task Force meeting will focus on developing these questions.

Sustainability (Nader Sharkes, Joy Eichnerlynn)

1. Our guest speaker, Reagan Chung from Republic Services, provided a nice discussion on recycle and the many services they offer. He indicated he would provide the campus with posters and five recycle containers for the Culinary Department. His organization will be hosting a table at our Earth Day Celebration.
2. The committee budget is \$7,500.
3. The drinking fountain for the AA Building was discussed. Luci Castruita reported on funding requests. The Foundation indicated that they would not be able to provide any funds for the drinking fountains this year. She has been invited and is on the agenda for the next meeting with Student Life and will see if they will approve any funds. The committee approved to match funds with their contribution.
4. Tracy Marcial reported on the Divisional Sustainability meeting held last month. She shared the California Community Colleges Goals for addressing climate change, SMCCCD Sustainability Initiatives and 4CD Sustainability Goals.
5. The three holidays our committee will sponsor are Arbor Day Friday March 13 at noon, Earth Day Wednesday April 22 from 11:00AM to 1:00PM, and Bike to School Day – to be announced – sometime in May.
6. The committee has Recycle posters that are available for anyone.

7. Natasha Lockett indicated that EOPS was willing to sponsor a table at the Earth Day Celebration & pass out drink containers. She also indicated that she would invite BRITA Water for the event

District Reports (Katie Krolikowski)

FSCC Discussion of whether add deadline should be after 1 week (2 weeks is 1/8 of semester gone already). District equity in hiring practices discussed: CCC will draft an 'ask' to clarify current equity policies in district HR. DVC will compile report on best practices used in faculty hiring there. LMC will compile report of CA policy. Discussion of Uniform Selection Guide and ideas about updates - need to involve FSCC, UF, DGC . eLumen implementation effect on CIC work discussed - similar plans at all 3 colleges for 2019-20 year. Academic Freedom in UF contract noted. DDEC role and communication structure with all 3 colleges clarified. DDEC members expected to report out to DE committees and to bring new initiative ideas to respective ASC's for consideration.

DGC Long discussion on electric vehicle policy and plan. Rationale for project, decision about fees, suggestion that DO involves stakeholders from across district more intentionally in future similar projects. Search firm for chancellor was to be chosen at October 3 special governing board meeting. Agenda for regular October 9 governing board meeting discussed. Change to policy regarding conflict of interest statement procedures proposed - largely to match current DO job titles, but also to move to a digital system for storing statements. FSCC suggested language changes to make it clear that access to documents was now going to be online.

PRESENTATIONS FROM THE PUBLIC/ANNOUNCEMENTS/OPEN DISCUSSION

There were no presentations from the public, announcement, or open discussion.

ADJOURNMENT

The meeting was adjourned at 4:05 p.m. The next meeting will be October 21, 2019.

Respectfully submitted,
Lynette Kral