

Academic Senate Council Minutes
Contra Costa College
2600 Mission Bell Drive, San Pablo, California 94806
Monday, April 6, 2020

Online Meeting Called To Order at 2:15 p.m.

Committee members in attendance:

Academic Senate President Katie Krolikowski:

Distance Ed Rep: Mike Kilivris

SS Rep: Lorena Gonzalez, Sarah Boland

LA Rep: Randy Carver

LAVA Rep: Michell Naidoo, Andrew Kuo, Brianne Ayala (alt), Erika Watson (alt.)

Guests in attendance: Laura Salas, Karen Ruskowski, Claire Legas, Maritez Apigo

VP/CIC: Mark Wong

CTE Rep: Lucile Beatty

NSAS Rep: Leslie Alexander

AGENDA ITEMS

April 6 agenda: The agenda was approved with the addition of Summer and Fall Schedule to item 7. Leslie/Erika; no abstentions.

March 2, 10, 12 minutes: Approved: 3/2 Sarah/Mitchell; Leslie/Lucile abstains, 3/10 Leslie/Mark; Sarah abstains, 3/12 Brianne/Erika; Sarah abstains.

Participatory Governance Information

May 4 All Academic Senate Meeting: The theme of this all-faculty senate meeting will be *“May The Fourth Be With You”* and celebrate creatively virtually. The focus of this meeting will be to show appreciation for those who participate on committees with an opportunity for others to learn about the function, charge, role, meeting times, and expectations of the committees with possible position appointments for faculty with no current committee assignments. Mark and Leslie stepped up to help Katie organize this event.

Planning - Strategic plan process update and upcoming activities: Katie reported that the new timeline will be coming in an email on Friday. It'll be in draft form and faculty have a week to review it. Katie may assign senate members areas to review. This will be discussed at an All-College zoom meeting scheduled for the end of April.

Student Success: This committee finally reformed and met in March after a hiatus. Faculty and Classified still need to select representatives. The exciting news is that there will be a permanent student chair. Discussion centered on data, and how best to use and interpret its relation to real student experiences and CCC's work. Future projects are possibly childcare, housing, and a social justice center. This committee meets on the first Thursday of each month from 2:30-4.

Budget - Allocation process report and upcoming activities: The entire college budget can be viewed on the college website. There has been \$170K of instructional requests received but only \$90K to spend. Sue VanHattum and Andrew Kuo have stepped up this semester to represent faculty on the Budget Committee.

College Council - Upcoming agenda items: The big agenda item for College Council is participatory governance structure.

Operations - Safety:

Katie asked for and received suggestions regarding safety that she can take back to the Operations Council.

- 1) Safety training is desired for COVID in regards to social distancing, etc.
- 2) How to safely move back into the regular routine after May 28.
- 3) Suggestion to reduce class sizes.

Distance Education, Professional Development: The Council thanked Mike and Maritez for all the time and work they have put in helping faculty to go remotely. In turn, Mike wanted to acknowledge all the Distance Ed Committee members who have been a part of the committee. Sarah mentioned that the Luke Wood and Frank Harris webinars have offered great training. Katie encouraged faculty to join the PD committee Facebook group. The PD committee is focused on equity issues of remote education.

CIC - eLumen and other updates: CIC continues to work on eLumen and is looking forward to presenting the “Sneak Peek” before the end of the semester.

ASC Continuous Improvement

Bylaws Update Katie asked that the Council review the bylaws for the next agenda. The ASC will vote on removing the Faculty Affairs as a committee, and the possibility of adding a p/t faculty and ASU voting positions to the Council.

Procedures (equivalency, committee appointments)

Katie was tasked to create an equivalency process that will be included in each hiring packet. Katie asked the Council to review the draft document and be ready to approve it on the next agenda.

Accreditation Update: Dr. Bell sent a message showing missing evidence. Katie said that the ASC suggestions made at a previous meeting are included in the ISER, which will be reviewed at Accreditation meetings between May and August. ASC senators agreed to review the portion of the ISER they previously worked on to ensure that suggestions had been incorporated by the Accreditation team.

Hiring Update

Review of CCC positions planned for Spring 2020 hiring: The district has instated a hiring hiatus, which currently includes all five FT faculty hires, which are all replacements (Biology, Nursing, Library, Journalism, Automotive).

Discussion of proposed moratorium on hiring due to COVID-19 A plan needs to be well thought out before a hiring hiatus. There was a suggestion that hiring be pushed to Fall 21 except for the VP hiring.

COVID-19 Adaptation Recommendations for Remote Instruction as Related to Academic and Professional Matters Katie reported that it has been proposed to schedule the Summer and Fall sessions fully remotely. She has been told that the college has been contacting each student to find out how they are coping. Of the 30% contacted, 2/3 say they're keeping up while 1/3 have technical problems. Katie reported that 120 more laptops are being made available. Erika Watson reminded the faculty that the Google form needs to be filed out by the instructor or counselor, but not by the students. Erika is also in charge of the laptop assignments. A question was asked about what criteria was required for a student to be assigned one. Though it was mentioned that need was the only criteria, Katie said she would ask Mayra to send out more information about the loans.

Katie had sent out a lab faculty survey before Spring Break. She shared her analysis with the Council. There are 87 faculty teaching lab; 30 CTE, 17 GE, 19 Performance (Music, PE, etc.), 6 Pre-Allied, 9 STEM Major, and 3 STEM Major/GE courses. Of the 20 faculty (teaching 13 different courses) who filled out the survey, 9 said that to succeed in the course, the students would need to compete the labs on campus; and 11 said that they would need to be on campus to teach the course successfully. Lucile said that most CTE faculty are in bad situations. Paramedics and nursing clinical placements in the Fall will not be able to be done if there are no summer labs, which will impact incoming students. Also, if the nursing students cannot complete their lab work and cannot graduate, there will not be new student openings. Katie said that there is a proposal going forward that may extend the semester to June 30.

The Council reviewed the memo from Interim Chancellor Huff, specifically sections 1 and 2 regarding continuing remote instruction for the remainder of SP20. The Council had no opposition to this decision. Katie presented her thoughts of what is the best way forward to guarantee that all students have adequate opportunity to complete all their coursework by the end of the Spring semester. The Council agreed that when it comes to making a determination as to whether the remotely taught course is deemed "equivalent", or the option for a student if the faculty cannot provide adequate instruction, which would also include extending the semester through June 30 for making up labs utilizing social distancing, the decision should be made between the Department Chair and the Division Dean.

Katie wrote up a senate resolution to be presented to the 4CD Governing Board regarding faculty, in consultation with department chairs, the ASC, and CIC, determining if a course can't be successfully completed remotely for the SP20 semester and suggested ASC recommended options that includes:

- 1) Immediately cancellation of lab/performance/activity courses that have been determined to be impossible to complete.
- 2) The administration work with faculty to schedule the necessary in-person lab hours to complete the lab portion of the course for a time after the SIP order has been lifted.
- 3) Completion of in-person lab hours be offered in a future semester, and award incompletes to those students.

The ASC considerations include:

- 1) The Department should have the choice to select Option 1 or 2, but the students should be able to select Option 3.
- 2) Students may have other obligations during the summer and can't attend classes then.
- 3) There are so many different circumstances for students now because many have children home during the time they would need to be attending classes.
- 4) More options should be given to complete the course.
- 5) May 15 is the new withdrawal date.
- 6) What happens if the lab courses are full in Fall20 and Spring21?
- 7) Students need a detailed plan now do that when enrollment begins, there will be those many seats left available for this these students.

Leslie motioned to approve the resolution as written with clear detailed plans that need to be made by the students by May 15, and for the faculty to clearly communicate these options to their students; Sarah seconded; all in attendance approved with no abstentions. The ASC actions and discussion were summarized in this document, for campus and district wide communication prior to our April 20 ASC meeting (ASC April 6 COVID19Meeting_Outcomes. Pdf).

PUBLIC COMMENT

There was no public comment.

Adjournment

The meeting was adjourned at 4:15 pm. Next meeting is scheduled for April 20.

Respectfully submitted,
Lynette Kral