

Academic Senate Council Minutes
Monday, January 31, 2022
Contra Costa College
2600 Mission Bell Drive, San Pablo, California 94806

The online meeting was called to order at 2:15 p.m. with introduction of guests

Academic Senate President: Gabriela Segade

CIC/Vice President: Anthony Gordon

Distance Ed: Maritez Apigo

Voting Representatives:

LA: Randy Carver, Erika Watson

SS: Sarah Boland, Lorena Gonzalez

AACE: Michell Naidoo, Brianne Ayala

NSAS: Agustin Palacios, Deborah Dixon

Adjunct Faculty: Ivy Johnson

Voting members not in attendance: Randy Carver, Erika Watson

Non-Voting Representatives:

Council Assistant: Lynette Kral

Classified Senate: Carla Matute, Karen Ruskowski

CTE: Romus Reece

ASU: Raul Gonzalez

Non-Voting members not in attendance: Carla Matute, Karen Ruskowski, Raul Gonzalez

Liaisons (Informational)

ASCCC CCMS Liaison: Lucy Giusto

ASCCC OER Liaison: Maritez Apigo

ASCCC Relations with Local Senates: Katie Krolikowski

Guests: Laura Lozano, Elisabeth Schwarz, Jeffery Michels

AGENDA ITEMS

Approval of Agenda of January 31, 2022

ACTION: Agustin motioned to approve; Anthony seconds; all in favor.

Approval of Minutes from December 6, 2021

ACTION: Deborah motioned to approve; Brianne seconds; all in favor.

Public Comment There were no public comments.

Academic and Professional Matters

Box 2A Process Gabriela and Jeffery met and discussed how to handle the situation that occurred during the Box 2A meeting regarding shared governance. President Tia did not attend this meeting so business went on as usual without her because in the College Procedure Handbook, the composition of this committee is the UF President, Academic Senate President, and two managers. After she received the decisions supported by the committee, she sent a letter to the college community that stated several changes made without the committee's support. There have been other cases where shared governance has not been followed. If a letter is going to be produced as was last semester, it needs to be specific on the areas where shared governance has not been followed and what the faculty want to see in regards to shared governance.

Closed Session: Discussion of Personnel Matters All No minutes were recorded of the closed session.

Teacher of the Year Award Update and feedback Laura and Gabriela will work together on the TOY selection process. It was discussed how we could get a larger diverse pool of nominations. Agustin suggested that each department or division nominate a faculty to enlarge the pool, and be recognized at the Pedagogy Conference. Ivy asked if adjuncts could be nominated, which would be something to add to their resume when applying for full-time positions. Gabriela will check on this.

Students' Time Commitment to Classes/Academic Rigor Gabriela feels that the part of the schedule that includes the student time commitment is confusing. She suggested, to understand each other's expectations, we need to provide faculty with the following information:

1. Basic Ed Code information
2. Communicate the problem. (PD can be involved in this step)
3. Raise awareness about current practices. (self-assessments)
4. Provide instructor support for raising awareness among students of how much work will be required. (syllabi, etc.)

She asked the council to support these steps as a basis to a more (or less) detailed information document. Deborah suggested that some flex time, particularly for adjunct faculty, be given to the Carnegie Guidelines and rigor. Gabriela as for a motion to provide information and support for faculty to make courses more in line with the Ed Code expectations. The council is in agreement that a clarification of the Carnegie Unit language needs to be sent out to faculty. This subject will be tabled and

returned for discussion after Gabriela makes changes to the document. She will send it to the council before the next meeting.

Modified Robert's Rules of Order/Adapting Parliamentary Procedures Tabled. Gabriela will be sending the council a document to read before the next meeting.

ASC Committees and Continuous Improvement

Distance Education Committee Update Maritez reminded the council about the September 2021 CVC Consortium Meeting. She presented the CCC DE Update and upcoming DE workshops. POCR, OER and ZTC Grant applications are being accepted now. Help Desk hours by appointment are available. The OER and ZTC Symposium is on Friday, February 1 from 9-12. [Display Name Change Guidance](#) has been approved at DE but would like ASC endorsement. It is not required, but recommended for faculty to present this information to students. Agustin motioned to endorse the guidance; Lorena/Anthony seconded; all in favor; Deborah abstained.

OER/ZTC Committee Update Tabled.

CIC Update Tabled.

CTE Report Tabled.

Adjunct Faculty Report Tabled.

ADJOURNMENT The meeting adjourned at 4 p.m. The next scheduled meeting is February 7.