

**Academic Senate Council Minutes
Monday, April 18, 2022
Contra Costa College**

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, Erica Watson
SS: Sarah Boland, Lorena Gonzalez
AACE: Michell Naidoo, Brianne Ayala
NSAS: Agustin Palacios, Deborah Dixon
Adjunct Faculty: Ivy Johnson
CTE: Romus Reece
Voting members not in attendance: Randy, Brianne, Ivy, Romus

Non-Voting Representatives:
Council Assistant: Lynette Kral
Classified Senate: Carla Matute, Karen Ruskowski
ASU: Raul Gonzalez
Non-Voting members not in attendance: Raul
Liaisons (Informational)
ASCCC CCMS Liaison: *Lucy Giusto
ASCCC OER Liaison: Maritez Apigo
ASCCC Relations with Local Senates: *Katie Krolikowski
*Not in attendance

Guests: Rebecca Clayton, Shelley Ruby were in attendance.

AGENDA ITEMS

Approval of Agenda Lorena and Erica motioned and seconded to add Guided Pathways Student Success Model as an action item; all in favor. Lorena motioned to approve the agenda as amended; Sarah seconded; all in favor.

Approval of Minutes from [April 4, 2022](#) Erica motioned to approve the minutes; Deborah seconded; all in favor.

Public Comment – Agustin gave update on advocating the consideration of incorporating Ethnic Studies courses in other program certificates and/or degrees. Lorena showed where POLSC and PSYCH programs only offer African American courses and not LaRaza courses. Sarah agrees this needs to be addressed. The TMC (Transfer Model Curriculum) created by the CSUs allows for many more courses than some of our degrees actually include. Karen said to keep in mind that the courses have to have the appropriate C-ID/Articulation approval. Gabriela will put this on the agenda next for discussion and asked for the outlines for these courses.

Academic and Professional Matters

Guided Pathways Student Success Model – Shelley and Sarah briefly reviewed the model (No changes were made) and asked for the ASC endorsement and support for developing this new model to help student support and success before they take it to the College Council. Maritez motioned to approve the new Student Success model; Erica seconded; all in favor.

[Text of Resolution on Mental Health Month](#) Gabriela reviewed the resolution with the Council and asked for a motion to approve. Maritez, Erica, and Sarah expressed their concern that the Resolved section could be expanded more than just observe May as Mental Health month. Possibly more awareness in our work through training. Deborah suggested an event on campus specifically focused on mental health maybe right before and after Finals Week. Possibly start a cross-constituent workgroup to work on this. Deborah motioned to bring this back and invite people from Psychology and Health and Human Services; Maritez seconded; all in favor. Carla suggested to invite Wellness & Resource Coordinator Emily Diehl.

Districtwide Distance Education [Strategic Plan](#) Maritez reviewed the Strategic Plan goal timeline, and asked for a motion to endorse. Sarah motioned to endorse the Strategic Plan and timeline; Agustin seconded; all in favor.

Library Summer and Fall term services Erica presented the library services for the summer and fall terms. Summer hours will be 10-3 M-TH in-person and 3-6 virtually. Hours are not scheduled yet for Fall but they will be open in-person six days a week. Starting summer, there will be no more laptop loan forms. Students will be able to come directly in to the library for a laptop loan now and the only requirement is that they have to be enrolled in at least one course. First come, first serve. The Faculty page has been updated on the Library landing page. The [Request Guide for your CCC Course](#) is included. New funding went to an image database.

Academic Senate Training Gabriela asked for suggestions on developing training for faculty who serve or will be serving on the ASC. Ivy, Deborah, and Erica volunteered to work as a group to develop this training during flex week. She announced the

in-person/virtual [Faculty Leadership Institute](#) which is in June. The cost is \$650 of which Professional Development and the Senate together can fund the cost. Gabriela picked up enough of the hard copies of the [Local Senates Handbook](#) for each Council member. If a member would like one, please contact her and she will put it in their mailbox. This is a good resource to use. She asked for input on what kind of knowledge/skills/disposition-based training to make the senate effective in their rolls for the flex training to be email to her.

Identifying new members for the Academic Senate Council Gabriela announced that Maritez, Sarah, Brianne, Agustin, and Randy are stepping down from the ASC so we'll need five more faculty to serve on the ASC. Gabriela asked the council to come up with desirable qualifications for the senator positions. Maritez said there will be an interim OER Coordinator and an interim DE Chair(s) serving on the ASC. Maritez suggested leadership experiences would be helpful for being a member of the ASC. Gabriela asked the ones that are finishing their terms to begin thinking about who would replace them.

Report on hiring committees – Gabriela, Maritez, and Anthony put together the hiring committees. There are not enough applicants for VPBAS hiring, but there are for both of the SS positions, though they may have to be interim before becoming permanent. Sarah thanked Gabriela for her support and advocating for not only the faculty, but for the entire college. Maritez also voiced her appreciation.

ASC Committees and Continuous Improvement

Distance Education Committee Update

[Regular and Substantive Interaction Policy](#): Maritez said that the federal government as well as the state of California have updated their Regular and Substantive Interaction regulations, which used to be titled Regular and Effective Contact. This refers to faculty/student interaction and student/student interaction. The new CCC DE policy has been updated to say regular and substantive interaction instead of regular and effective contact in those areas.

[DE Addendum](#): The DE Addendum has been updated with the new policy. Maritez said that the ACCJC visit commended the DE Committee for having such a great policy. They asked how the policy was enforced and Maritez is currently working with the UF to include DE in Faculty Online Evaluation form as well as creating a hybrid evaluation form, and a synchronous evaluation form. Maritez is asking for endorsement of these two documents by the ASC. These documents will be returned to the next agenda for endorsement approval because of lack of quorum.

[Technology and Online Classes Student Survey results](#): This is a survey was used to find out the use of technology by the students and how they're doing in their online classes. 240 students responded to the ten questions presented. Erica said the results were pretty much what they expected.

OER/ZTC Committee Update

[Low Textbook Costs Student Survey Results](#) This LTC survey was used to find out what the students felt low cost textbooks would mean, and most entered zero cost. The committee decided that the medium would be \$25. The committee would like to begin a new designation called LTC for courses with a textbook cost of \$1-\$25. This could be started in the Fall and go live on the Spring schedule. A reader could count as a low cost text. This is not a district-wide decision because the other two colleges are not ready to move forward. This document will be returned to the next agenda for approval because of lack of quorum.

[Mini-website for faculty](#) Maritez presented the draft of the Faculty-Facing OER and ZTC informational website they have been working on. It contains resources, success, retention and withdrawal rates, student and teacher testimonials, the definition of OER, ZTC, and LTC, and how to find and use OER (Open Educational Resources), along with other informative sections.

CIC Update – Anthony said they will be doing training on Content Review, Articulation, Title V, and eLumen during flex week.

CTE Report – Romus Reece was not in attendance.

Adjunct Faculty Report – Ivy Johnson was not in attendance.

ADJOURNMENT – The meeting adjourned at 4 p.m. The next scheduled meeting is May 02, 2022 – 2:15-4:00pm