

DRAFT
ACADEMIC SENATE COUNCIL MINUTES
AA-216 2:15 p.m.
Monday, October 2, 2000

CALL TO ORDER: The meeting was called to order at 2:15 p.m.

Present: Susan Lamb (Chair), Don Head (BSSAT), Fritz Pointer (CAH), Mike Henry (NAS), Jim Ulversoy (PE), Emilie Wilson (MCHS), Judy Mays (Student Services), Liz Xiezopolski (FSCC), Ron Weston (Faculty Dev)

Absent: John Kelleher (Instr. Services), Deborah Johnson (Classified Senate)

Guests: Vern Cromartie, McKinley Williams, Robert Conrad

APPROVAL OF AGENDA: The agenda was approved with the deletion of Student Services and Curriculum and Instructional Manuals from New Business.

APPROVAL OF MINUTES: The minutes were approved with corrections.

ANNOUNCEMENTS: The District Office is concerned about the use of the "title" professor by CCC. Greg Marvel, the Vice Chancellor of Human Resources, wants collaboration by all the colleges and District. Faculty Titles will be added to the next ASC agenda for vote to determine whether to pursue this issue or not. Since it is an academic and professional matter, this issue would be pursued through the FSCC (if faculty vote to pursue it).

STANDING SENATE COMMITTEE REPORTS:

Associated Student Union (TBA) No report.

Middle College High School (Wilson) MCHS is in the process of working with Randy Watkins to become a digital high school. There will be an article in the Advocate about the new yearbook vender. There are interns available to work on campus. They can work up to five hours per week and receive intern credit.

President's Cabinet (Lamb) No report.

Operations Council (Lamb) Directional and building signs in the Physical Education area were discussed. Unclaimed telephone lines will be disconnected October 1.

Vocational Education Committee (B. Williams) The allocation of VTEA funds were discussed at the last meeting. A new VTEA Committee has been formed that includes community members. Money has been set aside for helping struggling vocational programs. LMC spent most of their VTEA monies on program advertising last year.

Classified Senate (Johnson) No report.

College Council (Lamb) No report.

District Governance Council (Lamb) No report.

Governing Board (Lamb) Chancellor Chuck Spence reported that CCCCDCD spends more money on instruction than almost any other college in the state due to low administrative overhead.

Council of Chairs (Head) No report.

FSCC (Xiezopolski/Lamb) No report.

Instructional Technology Committee (Geringer) Don Head reported that the first meeting was spent reviewing creating the mission statement and the revised Technology Plan. The Technology Plan will be put in a Public Folder on Outlook.

Student Services (Mays) No report.

Faculty Development Committee (Weston) Ron Weston reported that 25 - 30 grants were given out. Everyone who applied for a grant got one. There was a carryover of \$11,000 from last year. The next meeting on October 9 will be used for approving budgets by management, classified, and faculty.

Planning Council (Lamb) No report.

OLD BUSINESS:

Affirmative Action Plan An updated version of the Plan was sent earlier to the ASC and Divisions for review. Susan Lamb asked that it be discussed within each Division and feedback returned to her by October 6. A flyer, announcing Greg Marvel's visit to CCC on Thursday, (October 5) to discuss and answer any questions concerning the Plan, was passed out. Mike Anker's concerns about the Plan were discussed.

Campus Cruiser - Campus Cruiser is an email service for enhancing communication between the instructors, the college, and the students. The ASC would like to know how well it has worked for other colleges. Randy Watkins passed out a list of colleges that are utilizing this service. Ron Weston stated that some type of student email should be incorporated.

NEW BUSINESS:

Student Services and Curriculum and Instruction Manuals - Tabled

Block Scheduling McKinley Williams stated that Block Scheduling would improve space utilization problems. It's a way to reduce square footage vs. student ratio and would increase our chances to be eligible for State remodeling moneys. He pointed out that Sundays could be scheduled for classes. He asked that the ASC send out a faculty wide ballot with the pros and cons of Block Scheduling. It was motioned and voted on that the Instruction Office prepare a mock schedule to be brought before the ASC before voting to approve the ballot. Judy Mays stated that enrollment at other colleges increased when the length of semesters were dropped to 15 weeks. Since the semester started after Labor Day, the students who were late or who didn't get accepted into the classes they wanted were "caught." EIS stated that they love block scheduling and that they have been doing it for seven years. Robert Conrad stated that the Physics Department would suffer from block scheduling. It would be too much information for a student to absorb. Sitting for three to four hours would be too hard on them. He felt that it would be the end of the Physics Department here at CCC and we would loose the students to DVC or LMC.

Program Review According to Title 5, we must have Program Review every five years. Vocational programs must be reviewed every two years. Accreditation Standard 3 states that evaluations need to be tied into basic planning. Lamb said that the Planning Council has been discussing the college having a four-year cycle with the first year focused on Program Review; the second year focused on Strategic Planning; the third year focused on Accreditation; etc. Chabot College has a system where every department both academic and administrative goes through Program Review. Each unit does a self study and then a second group validates it. Since department chairs would be intimately involved in this process, the Council of Chairs was asked to help develop an initial draft. Steve Cohen, Peter Lock, Clay David, Richard Akers, Susan Lamb, and Tim Clow met on a Saturday to develop an initial draft based on changes in accreditation and enforcement of Title V. After the Council of Chairs edits the initial draft, Program Review will be sent to the ASC for review.

Mike Anker's Endorsement for State Senate Position Mike Anker is applying for a faculty seat position on the Board of Governors and asked for a Letter of Recommendation from the ASC. Lamb asked for approval for her to write a letter of endorsement. Lamb will check on whether he's running against Irene from DVC for the same seat; otherwise the position is endorsed.

ADJOURNMENT: The meeting was adjourned at 4 p.m.

**Respectfully submitted,
Lynette Kral**