

**DRAFT**  
**ACADEMIC SENATE COUNCIL MINUTES**  
**AA-216 2:15 p.m.**  
**Monday, March 1, 2004**

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

**Present:** Saul Jones (Chair), David Rosenthal (BSSAT), Fritz Pointer (CAH), Jose Ortega (HSPEA), Dionne Perez (R3S), Deborah Johnson-Rose (Classified Senate), Judy Mays (Student Services), Ron Weston (Faculty Development), Gigi Green (ASU)

**Absent:** Emilie Wilson (MCHS), Mike Fernandes (Instructional Technology)

**Guests:** Donna Floyd

**APPROVAL OF AGENDA:** The agenda was approved.

**APPROVAL OF MINUTES:** The minutes were approved.

**ANNOUNCEMENTS:** Saul announced that it is CCC's turn to select the CCCCD Teacher of the Year.

**STANDING SENATE COMMITTEE REPORTS:**

**Associated Student Union (Green)** No report.

**Middle College High School (Wilson)** Emilie reported by email that MCHS is now accepting applications for the 2004-05 school year. Applications are available at all WCCUSD secondary schools and in the MCHS office, AA 103. MCHS applauds senior Takeo Rivera for receiving the honor of National Merit Scholarship finalist for distinguished academic performance and outstanding extracurricular accomplishments, talents and scholastic potential.

**President's Cabinet (Jones)** Saul reported that the agenda was set for College Council meeting. A Program Review update was received from the Medical Assisting and Office Technician program. The President's Cabinet will send a letter to MEDIC department recommending that the department continue steps to become accredited. A Program Review update was received from the Culinary Arts Program. The President's Cabinet will send a letter acknowledging receipt of the names of department's advisory committee members' names and minutes from last advisory committee meeting. CCC's Budget Committee will resume regular monthly meetings.

**Operations Council (Jones)** Saul reported that the agenda item, Scantron Machine in LA-Building, was tabled. The ASU will handle the responsibility for the bicycle lockers. Fees are yet to be determined for semester usage. Eun Chul Yoon (ASU President) will report back to the Council after some more fact finding. The section between H and LA buildings will be painted to indicate that this is a no smoking area. The steps leading up to those buildings' intersection will be painted with no smoking notices. The Council (voted in favor) will also look into making CCC a smoke-free environment. NOTE: Fritz will attend Monday's Operations Council meeting and ask for discussion of providing condom vending machines.

**Career and Technical Training (B. Williams)** No report.

**Classified Senate (Johnson-Rose)** Deborah reported that the Classified Senate is now working on featuring a web page that will be modeled after the Academic Senate Web page. The Classified web page will feature shared governance issues. Roger Polk and John Christensen are working diligently with this effort.

**College Council (Jones)** Saul reported that at the February 11 meeting, the Council viewed various designs for memorial benches and tree grates (memorial plaques) and recommended that the Bench Committee meet again with the consultant.

**District Governance Council (Weston)** Ron reported that at the Tuesday, February 17<sup>th</sup> DGC meeting, Chancellor Spence stated that the Board would meet early March to discuss "Lay Offs" Spence went on to state that last year most jobs were protected, but that can't happen this year. About 30 proposed revisions to Board Policies had first readings. Three were tabled until next month - "Budget Management" 5031; "District-Paid Group Insurance Plans for Managers, Supervisors and Confidential Employees" 2051; and "How to Employ Faculty" 2030. Four-second readings were passed. The meeting ended with about six proposals not read and DGC Bylaws again not voted on. NOTE: The DGC agenda and agenda item documents will be sent to the ASC for review and feedback.

**Governing Board (Jones)** Saul reported that it was a standard Board meeting. CCC's Research and Planning Council gave a presentation on CCC's Strategic Initiative Plan. The 2004-05 Budget was discussed. Saul said

Mariles would report on it at the College Council. Page 3 of the report has how the District Office plans to reduce the \$7.1 million deficit. It was an informational item only and didn't require approval from the Governing Board. There will be a special meeting on March 8 to discuss blanket layoff notices to be sent out March 15.

**Council of Chairs (Rosenthal)** The next meeting will be March 3.

**FSCC (Jones)** Saul reported that the last meeting was February 19. Action on the C & I Procedure 4001 (Standards of Scholarship) was deferred to the next Council meeting. The Council will draft and send a letter to the Chancellor asking for collegial consultation on Administrator Retreat Rights. The Council will ask each college's Academic Senate to endorse a letter to the Governing Board in support of continuing sabbatical leaves. The Council will remind Vice-Chancellor of Human Resources to send a notice to faculty regarding faculty titles. The Council's recollection was the agreement between the District and State, regarding the District Faculty Obligation Number, was to defer faculty hiring obligation for only one year. The Council discussed Vice-Chancellor's budget report handed out at February DGC meeting. The Council discussed the importance of having the DGC Budget Committee resume its activities.

**Instructional Technology Committee (Fernandes)** No report.

**Student Services (Mays)** No report.

**Faculty Development Committee (Weston)** Ron reported that the Retirement dinner was cancelled because of lack of funds. Mira Vista Country Club is asking for an extra \$1500.00.

**Planning Council (Jones)** Saul reported that the Council hadn't met.

#### **OLD BUSINESS:**

**Program Review/Student Learning Outcomes (SLO)** Saul reported that the CCC Institutional Effectiveness Plan had been sent out to the faculty but that he hadn't received any feedback. BSSAT reported that they had gotten one response. Saul feels that the ASC should move forward with the Program Review and Student Learning Outcomes Models and vote at the next ASC meeting on April 5. He said that SLO can be done at course level, though it is preferred at the department or institution level. Saul said that it should create dialog about curriculum at the department level. Grades may be used as long as they are part of multiple measures. It was suggested to take Transfer out of the Academic and Vocational document and put into Student Services. Judy Mays reported that Student Services managers are working toward their SLO.

#### **NEW BUSINESS:**

**Sabbatical Leaves** The ASC supports the resolution on Sabbaticals that will be sent to the Governing Board supporting the continuation of Sabbatical Leaves as current UF contract allows.

**Governor's Proposed Funding for Matriculation (Floyd)** Floyd reported that Governor proposes that Matriculation funds be rolled into General Apportionment which allows for more flexible funding. She says that the three campuses have written a proposal to continue Matriculation funding to be distributed between the colleges as such: \$270,000 (CCC), \$700,000 (DVC), and \$400,000 (LMC).

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

**Respectfully submitted,  
Lynette Kral**