

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

Date: Monday, February 3, 2014

Location: Applied Arts Building AA216

Call To Order: The meeting was called to order at 2:15.

Committee Members in Attendance: Wayne Organ, Gabriela Segade, Irena Stefanova, Bonnie Holt Alissa Scanlin, Seti Sidharta, Beth Goehring, Rick Ramos, Luanna Waters

Committee Members Absent: Chris Tarp, Ellen Geringer, Andrea Phillips, Michel Arnold, Judy Flum

Visitors in Attendance: Marshall Alameida

Agenda of February 3: The agenda was approved.

Minutes of January 13: The minutes were approved with the addition that the Council discussed the inappropriate addition of coaching disciplines to PE courses during the Academic Senate President's report.

Presentations from the Public/Senate Announcements There were no presentations from the public.

Use of the Transition Between Classes Policy Draft Proposal Update Wayne will take this issue to the College Council and present the proposed policy statement, "The ten minute class transition time is shared between the instructor leaving and the arriving instructor." If needed, the Council will work on including the Best Practice statement to the Employee Handbook.

Academic Senate Bylaws Review The committee continued reviewing the bylaws. Sections that need to be revisited are:

- Article VII Sec. 1(a) Faculty Development and Student Services
- Article VII Sec. 1(b –c)
- Article VII Sec. 2(c) – remove 1-3 and rewrite (c) to "Inform regularly the Council or Senate by forwarding agendas and minutes."
- Article VII Sec. 2(d) – remove
- Article VII Sec. 3- Correct to read "Committee chairperson, or designee, shall:"
- Article VII Sec. 5 – rewrite to "The Committee shall consider a committee seat vacant upon the failure of a member to attend three consecutive regular meetings without giving prior notice."
- Article VII Sec. 7 – remove

The review will continue at the next meeting beginning with Article VIII: Senate Representatives.

Academic Senate President's Report

- Wayne gave a report on the District Governance Council (DGC), explaining the charge of the council, which is the district version of our College Council. The DGC reviews the Governing Board agenda which are mostly revisions to district procedures, policies, and budget. Helen is protective of the college assets since someone drove off with a truckload of computers from one of the campuses. DGC is also interested in policies to increase the strength of diversity such as hiring out of a pool of part-time faculty, by using the same rigor as used for fulltime faculty hiring.
- In other matters, Wayne said he learned that the Strategic Initiatives, which used to be reported at the College Council, but hasn't been presented since Tim Clow left in 2010.
- Wayne also discussed an issue pertaining to the Course to Discipline List, which is a list of the current courses offered, with the teaching disciplines that have been attached to them. The PE department had possibly run into a problem by attaching the non-master discipline of coaching to some PE courses, which management felt was inappropriate, causing management to let a number of faculty go, without consulting the Academic Senate. Wayne contacted Lebaron Woodyard, of the State Chancellor's Office, regarding the state minimum qualifications for faculty. Wayne said that apportionment can be taken back from the

colleges if a course is taught without the appropriate discipline. AB1725 states that in regards to academic and professional matters 10+1, the Governing Board relies on the decision of the Academic Senate. The Academic Senate has the right to address the Board on this. Wayne said that he discussed with Jeff Michels the possibility of all release time coming under the jurisdiction of the Academic Senate.

College Committee Reports

CIC Gabriela reported that the CIC is pushing a lot to review content reviews before accreditation. She is looking to simplify the process. She is scheduling meetings with Shondra and others to better understand the local and state approval process. Gabriela is considering using a consent agenda for CIC so that certain agenda items can be bundled and approved with minimal discussion, leaving more time for issues that require more attention.

Open Discussion Beth said that she just returned from a meeting with Denise where it was stated that it would be faculty's responsibility to follow proposals courses and programs through the state approval process. Beth said that part of the hold up for the Physical Education AA-T was because another department's course, required for the PE TMC, did not have C-ID approval. She asked if a list could be created for faculty to list C-ID numbers. She said that faculty need to know who the contact person is for the state. It was discussed how ludicrous it is for every faculty in the state to be calling that contact person for follow-up. Wayne said that this issue must be taken to Consultation.

Adjournment The meeting was adjourned at 4:00 p.m. and the next meeting will be March 3.

Respectfully submitted by Lynette Kral