

**Faculty Senates Coordinating Council  
of the Contra Costa Community College District  
500 Court Street, Martinez California 94553**

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 Contra Costa Community College District ■ 500 Court Street, Martinez, CA 94553

**Faculty Senates Coordinating Council Agenda**

**Faculty Senates Coordinating Council Meeting  
TUESDAY, SEPTEMBER 5, 2017  
8:30 AM – 10:00 AM**

<b>8:30-8:33 (3 min)</b>	<b>1.</b>	<p><b>APPROVAL OF AGENDA FOR SEPTEMBER 5, 2017. (discussion/action)</b>          Goehring requested to add an agenda item on Professional Development for committee work.  <b>It was MSC to approve the agenda for September 5, 2017 with the addition of the requested topic. All in favor. Approved.</b></p>
<b>8:33-8:35 (2 min)</b>	<b>2.</b>	<p><b>PRESENTATIONS FROM THE PUBLIC - ALL MEETINGS ARE OPEN (information only)</b>          None.</p>
<b>8:35-8:40 (5 min)</b>	<b>3.</b>	<p><b>ANNOUNCEMENTS/COUNCIL COMMENT (information only)</b>          None.</p>
	<b>4.</b>	<p><b>FALL 2017 MEETING DATES (discussion/action)</b>          Council will discuss and agree on meeting dates and times for Fall 2017.</p> <p>Council agreed to schedule meetings on the first tuesday of every month from 8:30am-10:00am through May 2018.</p>
<b>8:40-</b>	<b>5.</b>	<p><b>2017-2018 FSCC BUDGET (information/discussion)</b>          Council will review the allocations of the 2017-2018 Academic Senates budget to the colleges</p> <p>Council reviewed the Senate Budget allocation from the District and each colleges share. The guidelines for the Senate Budget are in Business Procedure 18.04. The beginning budget for each academic year is now \$115,000. Each college receives a base allocation of \$20,000. The remainder is allocated to each college based on FTES. Council discussed what their colleges spend their budget on besides required expenses. Each Senate is required to pay for their share of the State Academic Membership dues based on FTE. Each Senate President gets a monthly honorarium of \$426.25. The senates provide compensation to the college curriculum chairs. They also may establish a monthly classified support position. The remainder of each college's allocation can be used for conferences and other Academic Senate activities. Council discussed how they each spend their money. They each pay some reassign time for positions such as chairing a large college committee. They each pay various stipends to Council members. Because the colleges each receive a different amount, the colleges usually supplement their budgets. Any funds remaining at the end of the academic year will not be carried over unless already encumbered.</p>
	<b>6.</b>	<p><b>16-WEEK CALENDAR (information/discussion)</b>          Council will discuss the status of planning for the 16-week semester schedule.</p> <p>Henderson said he has requested a meeting with the UF. He has provided information to his Senate but they have not placed it on their agenda yet as an item. He said many faculty feel the proposed calendar starts and ends too late. They are split on whether or not to keep Spring Break.</p> <p>McBrien has booked the UF for their senate meeting on September 12. She said faculty was very unhappy with the way the survey was designed. It only provided 2 options. They did provide for comments but it was somewhat ambiguous. She added that it is a big challenge for counselors because they have to make up for any time they are serving on committees. She said also, DVC's classrooms are at their max so it will be a challenge to adjust the schedule.</p> <p>Henderson said the District really wants an intersession. But he thinks the winter break is too long. McBrien said Wapner told her it is still part of the negotiating process so the final decision has not been made. She said DVC did a 3-week intersession last year with all online classes starting in the middle of finals week. They have started planning an intersession for this year and have talked about offering a 3-week or 4-week intersession. She added that a schedule template has been sent out so departments can begin to develop a draft schedule.</p>

		Council will keep each other informed of any information they receive about this.
	7.	<p><b>SPRING PLENARY PLANNING</b> (information/discussion) Council will begin discussions on a date and topics for the Spring 2018 DW Senates plenary session</p> <p>Council agreed the DW Plenary should be scheduled right after spring break as we did last year. Council suggested topics including Guided Pathways, and setting goals. Henderson said LMC has discussed having a chair for a pathways group and provide reassign time. McBrien said DVC has already done that in the form of a steering group and they are forming sub-groups for things such as curriculum mapping. She said they have negotiated for reassign time for the chair. There will maybe also be some reassign time for other areas that require a lot of extra work. She said DVC usually has had 1 or 2 100% reassign time positions for things such as accreditation. She told Council they can apply for reassign time too and she will send them a spreadsheet on how it could be used. Council will keep this discussion on the DW Plenary open for more ideas.</p>
	8.	<p><b>UPCOMING DGC ITEMS</b> (information/discussion) Council will review the upcoming DGC agenda and discuss their responses to agenda items. DGC</p> <p>Council reviewed the DGC upcoming agenda. They questioned why the contract procedure was removed from BUS 2.02 on Instructional Services Agreements. Council is good with the proposed changes to BUS 11.01 on Bids and Contracts.</p>
	9.	<p><b>PATHWAYS</b> (information/discussion) Council will discuss what each colleges' plans for guided pathways and progress</p> <p>Henderson said there has been some discussion on forming a DW Steering Committee for guided pathways to help the colleges coordinate their pathways for students. Goering said they have had a faculty member that has said they would like to be a lead faculty on their pathways committee. She said they do have a large committee but it w3s management formed. McBrien said she will send Council information on how DVC has formed its steering committee and sub-groups. She said there are a lot of areas involved in this initiative and the colleges have to start committing more resources and people to do the work. She told Council DVC had applied for a Guided Pathways Grant. They did not get it but in going through the application process it help them analyze how they could develop pathways. She said they had some meeting over the summer for curriculum mapping and those people were paid for their time. Goehring said FTE is down at CCC so they are on a tight budget. If they offer more classes in one area they will have to look at cutting classes in other areas. McBrien said working on this helps us educate each other about what is offered in programs outside of their own. For example, what is the best math class for a drama major to take?</p>
	10.	<p><b>UPDATES</b> (information/discussion)</p> <p><b>EQUITY HOUR</b> – 17-18 Equity Hour Activities Equity hour- Henderson and McBrien said their colleges have a lot of part-time faculty participating. McBrien said the DVC Professional Development Coordinator is putting together various Equity Hour activities to be offered throughout the semester.</p> <p><b>CANVAS UPDATE</b> – Discuss how the implementation of Canvas is working Council said Canvas implementation went well and it seems to be working fine. Goehring said CCC is still doing a lot of training on it though. McBrien said DVC provided incentive pay for those who adopted it early as sort of a Beta test and also to share what they learned.</p> <p><b>ACCREDITATION</b> – Report on progress on the 2018 Self-Study Reports The colleges have begun looking at forming standards group and organizing information for inclusion in the self-study.</p>
	11.	<p><b>FOLLOW UP ITEMS</b> (information/discussion)</p> <p>Council agreed to discuss the following related topics with the Chancellor: <b>AS BUDGET</b> <b>CURRICULUM CHAIR PAY</b></p>

**AS PRESIDENT STIPENDS**

Other items for possible follow-up:

**COURSE FAMILIES** There is still a need for a written guidelines and training

**FSA FORMS** – Minimum qualifications clarification needs further discussion

**EQUIVALENCIES** – Non-Master’s equivalencies needs clarification

**COLLEGE INCOMPLETE FORMS** – this item has been resolved

**MEETINGS WITH UF** – McBrien and Goehring have been working on this. Henderson said he is working on finding time for this. Will keep each other updated on this.

**SKATE BOARD AND SMOKING POLICIES** –no need for further discussion needed on this topic at this time.

Council agreed to keep these items on the agendas until there is resolution on them.

**12. PROFESSIONAL DEVELOPMENT FOR COMMITTEE WORK**

Goehring said they have a hard time getting people to serve on committees. She said it was suggested Professional Development offer some sort of training and information on maintenance of current academic technical knowledge such as the Ed Code. She said it has also been suggested that work done outside of committee meetings by members receive Flex credit. She said management is resistant to that idea because it is part of faculty’s contractual obligation. She noted too that some committees don’t have outside work but others have a lot. She reminded Council that Professional Development is a 10+1 item. Henderson he is not sure this idea would be supported at LMC.

**13. ADJOURNMENT – NEXT MEETING OCTOBER 3, 2017 DATE**